

California Notary License Practice Exam (Sample)

Study Guide



Everything you need from our exam experts!

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SAMPLE

Questions

- 1. A man inherits property in Alabama and needs to send an affidavit to the court. What can he do regarding notarization?**
 - A. He can notarize the document himself**
 - B. He can have any friend notarize his signature**
 - C. He can have a family member notarize his signature**
 - D. He can't do either notarization**
- 2. A subscribing witness can be identified by:**
 - A. 2 valid IDs**
 - B. Self-identification**
 - C. A social security number**
 - D. 1 credible witness known to the subscribing witness and the notary who has ID**
- 3. What is the fine for failing to notify the State that your stamp or journal was lost?**
 - A. Up to \$500**
 - B. Up to \$1000**
 - C. Up to \$1500**
 - D. Up to \$2000**
- 4. If unable to overcome a communication barrier with a client, what is a notary's best course of action?**
 - A. Insist on using sign language**
 - B. Ask the client to find a translator**
 - C. Refer the client to a colleague fluent in the client's language**
 - D. Terminate the notarization process**
- 5. What is the statute of limitations for making a statement known to be false?**
 - A. 2 years**
 - B. 3 years**
 - C. 4 years**
 - D. 5 years**

- 6. Are notaries required to keep their stamps secure?**
- A. No, security of the stamp is optional**
 - B. Yes, to prevent potential misuse**
 - C. Only if they are in their office**
 - D. No, as long as they are present during the notarization**
- 7. What can no fees be charged for by a notary public?**
- A. Verifying a nomination document or circulator's affidavit**
 - B. Notarizing personal documents**
 - C. Real estate transactions**
 - D. Filing legal documents**
- 8. What action should a notary take if they suspect a signer is being forced to sign?**
- A. The notary should proceed with notarization**
 - B. The notary should refuse to notarize the document**
 - C. The notary can sign as a witness**
 - D. The notary should contact law enforcement for guidance**
- 9. Upon receiving a non-honored check for notary services, how soon is the cancellation notice effective if no correction is made?**
- A. Immediately upon the second notice**
 - B. 5 days after the second notice**
 - C. 20 days after the second notice**
 - D. 30 days after the second notice**
- 10. Using the words "Notorio publico" as a Notary Public**
- A. is recommended**
 - B. is a best practice**
 - C. is allowed under certain conditions**
 - D. is prohibited**

Answers

SAMPLE

1. D
2. D
3. C
4. C
5. C
6. B
7. A
8. B
9. C
10. D

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Explanations

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1. A man inherits property in Alabama and needs to send an affidavit to the court. What can he do regarding notarization?

- A. He can notarize the document himself**
- B. He can have any friend notarize his signature**
- C. He can have a family member notarize his signature**
- D. He can't do either notarization**

Sending an affidavit to the court requires notarization, which must be done by a professional notary public. A notary public is an official authorized by the state to witness and certify the signing of legal documents. A notary public must be impartial and cannot have a personal stake in the documents being notarized, so having a friend or family member notarize the signature would not be allowed. Additionally, notarizing the document himself is not permitted as it would be a conflict of interest. Therefore, the man must find a professional notary public to properly notarize his affidavit.

2. A subscribing witness can be identified by:

- A. 2 valid IDs**
- B. Self-identification**
- C. A social security number**
- D. 1 credible witness known to the subscribing witness and the notary who has ID**

A) 2 valid IDs are not required to identify a subscribing witness as only 1 credible witness known to both the subscribing witness and the notary is needed. B) Although self-identification may be used for the notary, it is not sufficient for identifying a subscribing witness. C) A social security number is not necessary for identifying a subscribing witness.

3. What is the fine for failing to notify the State that your stamp or journal was lost?

- A. Up to \$500**
- B. Up to \$1000**
- C. Up to \$1500**
- D. Up to \$2000**

If you selected option A, this is incorrect because the fine for failing to notify the State is up to \$1500, not up to \$500. If you selected option B or D, these are also incorrect because they do not match the specified amount. It is important to accurately report any lost stamps or journals to the State to avoid potential fines and maintain compliance with regulations.

4. If unable to overcome a communication barrier with a client, what is a notary's best course of action?
- A. Insist on using sign language
 - B. Ask the client to find a translator
 - C. Refer the client to a colleague fluent in the client's language**
 - D. Terminate the notarization process

It is important for a notary to have effective communication with their clients. If a communication barrier exists and the notary is unable to overcome it, insisting on using sign language (option A) may not be the best course of action as it may not be the client's preferred form of communication. Additionally, asking the client to find a translator (option B) puts the responsibility on them and may be difficult for them to do, especially if they are seeking notary services for important documents. Terminating the notarization process (option D) should be avoided if possible, as it may inconvenience or even harm the client's legal or personal matters. Therefore, the best course of action would be to refer the client to a colleague fluent in their language (option C) who can effectively communicate with them and ensure the notarization process runs smoothly. This would allow the notary to provide the

5. What is the statute of limitations for making a statement known to be false?
- A. 2 years
 - B. 3 years
 - C. 4 years**
 - D. 5 years

The other options of 2, 3, and 5 years are incorrect because they do not align with the general statute of limitations for making a false statement. For example, many states have a statute of limitations of 3 years for general civil cases, which is why option B may seem like a plausible answer. However, making a knowingly false statement is considered a more serious offense and may have a longer statute of limitations. On the other hand, option A of 2 years may not give enough time for the consequences of the false statement to fully come to light. Option D of 5 years may seem reasonable, but 4 years is the most common statute of limitations for this type of offense. Therefore, option C is the best answer because it aligns with the most common and reasonable statute of limitations for making a known false statement.

6. Are notaries required to keep their stamps secure?

- A. No, security of the stamp is optional**
- B. Yes, to prevent potential misuse**
- C. Only if they are in their office**
- D. No, as long as they are present during the notarization**

Notaries are required to keep their stamps secure primarily to prevent potential misuse. The notary stamp is an official tool used to authenticate documents, and if it falls into the wrong hands, it could be used to fraudulently notarize documents, which can lead to significant legal and financial repercussions. The responsibility of maintaining the security of the stamp helps protect the integrity of the notarization process and ensures public trust in notarial acts. By keeping the stamp secure, notaries can help safeguard against identity theft and fraudulent activities that can arise from unauthorized access to their notarial seals. In summary, the requirement for notaries to secure their stamps emphasizes the importance of responsibility and ethical conduct in the role of a notary public.

7. What can no fees be charged for by a notary public?

- A. Verifying a nomination document or circulator's affidavit**
- B. Notarizing personal documents**
- C. Real estate transactions**
- D. Filing legal documents**

A notary public is an official appointed by the government to witness and certify the signing of important documents. Fees may be charged by a notary for their services; however, there are specific situations where no fees can be charged. This includes verifying a nomination document or circulator's affidavit. This option is correct because a notary public is not allowed to charge a fee for this specific service. Verifying personal documents, such as identity documents, may require a fee as it is not specific to the role of a notary. Real estate transactions and filing legal documents also typically require a fee as they involve a significant amount of work and responsibility for the notary. Therefore, these options are incorrect as fees can be charged for them. The key to answering this question is to understand the role and responsibilities of a notary public, and which specific services they may not charge a fee for.

8. What action should a notary take if they suspect a signer is being forced to sign?

- A. The notary should proceed with notarization**
- B. The notary should refuse to notarize the document**
- C. The notary can sign as a witness**
- D. The notary should contact law enforcement for guidance**

A notary's primary responsibility is to ensure that the signer is acting voluntarily and has the mental capacity to understand the transaction they are engaged in. If a notary suspects that a signer is being coerced or forced into signing a document, it is crucial for them to refuse to notarize the document. This action protects the integrity of the notarization process and upholds ethical standards. Notarization involves certifying the identity of the signer and their willingness to sign voluntarily. If a notary perceives any hint of duress or coercion, allowing the notarization to proceed could lead to legal issues for both the signer and the notary. The notarization may be challenged or deemed invalid if it is later revealed that the signature was not given willingly. Refusing to notarize in suspected cases of coercion demonstrates the notary's commitment to their role in preventing fraudulent or potentially harmful transactions. By taking this stand, the notary helps ensure that all parties involved are protected and that the legal process remains fair and just.

9. Upon receiving a non-honored check for notary services, how soon is the cancellation notice effective if no correction is made?

- A. Immediately upon the second notice**
- B. 5 days after the second notice**
- C. 20 days after the second notice**
- D. 30 days after the second notice**

Upon receiving a non-honored check for notary services, the cancellation notice is effective 20 days after the second notice if no correction is made. This is because the notary must give the person who wrote the check a second notice, and then wait 20 days before the cancellation takes effect. Option A is incorrect because the cancellation does not take effect immediately after the second notice. Option B is incorrect because the cancellation does not take effect 5 days after the second notice. Option D is incorrect because the cancellation does not take effect 30 days after the second notice. It is important to note that these timelines may vary depending on state laws and notary regulations.

10. Using the words "Notorio publico" as a Notary Public

- A. is recommended**
- B. is a best practice**
- C. is allowed under certain conditions**
- D. is prohibited**

Using the words "Notorio publico" as a Notary Public is prohibited because it is considered false, inaccurate, and misleading. While it may be allowed under certain conditions, it is not recommended or considered a best practice. Instead, a Notary Public should adhere to standard protocol and use the appropriate language for notarization.