

# Connecticut Notary Public Practice Exam (Sample)

## Study Guide



**Everything you need from our exam experts!**

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# Introduction

Preparing for a certification exam can feel overwhelming, but with the right tools, it becomes an opportunity to build confidence, sharpen your skills, and move one step closer to your goals. At Examzify, we believe that effective exam preparation isn't just about memorization, it's about understanding the material, identifying knowledge gaps, and building the test-taking strategies that lead to success.

This guide was designed to help you do exactly that.

Whether you're preparing for a licensing exam, professional certification, or entry-level qualification, this book offers structured practice to reinforce key concepts. You'll find a wide range of multiple-choice questions, each followed by clear explanations to help you understand not just the right answer, but why it's correct.

The content in this guide is based on real-world exam objectives and aligned with the types of questions and topics commonly found on official tests. It's ideal for learners who want to:

- Practice answering questions under realistic conditions,
- Improve accuracy and speed,
- Review explanations to strengthen weak areas, and
- Approach the exam with greater confidence.

We recommend using this book not as a stand-alone study tool, but alongside other resources like flashcards, textbooks, or hands-on training. For best results, we recommend working through each question, reflecting on the explanation provided, and revisiting the topics that challenge you most.

**Remember:** successful test preparation isn't about getting every question right the first time, it's about learning from your mistakes and improving over time. Stay focused, trust the process, and know that every page you turn brings you closer to success.

Let's begin.

# How to Use This Guide

**This guide is designed to help you study more effectively and approach your exam with confidence. Whether you're reviewing for the first time or doing a final refresh, here's how to get the most out of your Examzify study guide:**

## **1. Start with a Diagnostic Review**

**Skim through the questions to get a sense of what you know and what you need to focus on. Your goal is to identify knowledge gaps early.**

## **2. Study in Short, Focused Sessions**

**Break your study time into manageable blocks (e.g. 30 - 45 minutes). Review a handful of questions, reflect on the explanations.**

## **3. Learn from the Explanations**

**After answering a question, always read the explanation, even if you got it right. It reinforces key points, corrects misunderstandings, and teaches subtle distinctions between similar answers.**

## **4. Track Your Progress**

**Use bookmarks or notes (if reading digitally) to mark difficult questions. Revisit these regularly and track improvements over time.**

## **5. Simulate the Real Exam**

**Once you're comfortable, try taking a full set of questions without pausing. Set a timer and simulate test-day conditions to build confidence and time management skills.**

## **6. Repeat and Review**

**Don't just study once, repetition builds retention. Re-attempt questions after a few days and revisit explanations to reinforce learning. Pair this guide with other Examzify tools like flashcards, and digital practice tests to strengthen your preparation across formats.**

**There's no single right way to study, but consistent, thoughtful effort always wins. Use this guide flexibly, adapt the tips above to fit your pace and learning style. You've got this!**

## Questions

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- 1. True or False: If an employer directed a notary to commit misconduct, the employer may be liable.**
  - A. False**
  - B. True**
  - C. Not sure**
  - D. Only if the notary signs a contract**
  
- 2. What is the per-mile traveling fee allowed for Connecticut notaries in addition to the base fee?**
  - A. \$0.25**
  - B. \$0.60**
  - C. \$0.35**
  - D. \$0.50**
  
- 3. Which scenario most clearly triggers employer liability for a notary's misconduct?**
  - A. A notary acts without supervision**
  - B. The employer directs or approves the misconduct**
  - C. The notary charges excessive fees**
  - D. The signer lives in another state**
  
- 4. Notary acts commonly include taking acknowledgments and administering oaths.**
  - A. True**
  - B. False**
  - C. Only taking signatures**
  - D. Only administering oaths**
  
- 5. Non-residents applying to be a notary public must provide a Connecticut business or employment address.**
  - A. Not required**
  - B. False**
  - C. True**
  - D. Not applicable**

- 6. If a Connecticut notary does not renew within the 90-day grace period, what must they do?**
- A. The commission automatically renews**
  - B. The notary must apply for reinstatement as if applying for the first time**
  - C. The notary pays an extra \$30 fee**
  - D. The commission is extended for another 30 days**
- 7. A Connecticut notary may use the term 'notario publico' to describe their office.**
- A. True**
  - B. False**
  - C. Sometimes**
  - D. Only for translations**
- 8. Which element is specifically associated with a properly executed notarial certificate?**
- A. The witness contact**
  - B. The notary's commission expiration date**
  - C. The signer's middle name**
  - D. The signer's email**
- 9. What is the fee for performing a notarial act in Connecticut?**
- A. \$1.00**
  - B. \$3.00**
  - C. \$5.00**
  - D. \$10.00**
- 10. Notaries may notarize photocopies of public records.**
- A. True**
  - B. False**
  - C. Yes, but only if certified**
  - D. Yes, for all records**

## Answers

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

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## **Explanations**

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**1. True or False: If an employer directed a notary to commit misconduct, the employer may be liable.**

**A. False**

**B. True**

**C. Not sure**

**D. Only if the notary signs a contract**

When an employer directs a notary to commit misconduct, the employer can be liable under agency principles. A person acting as an employee or agent can bind the employer to liability for wrongful acts carried out within the scope of that employment, especially when the employer directed or participated in the conduct. So if the employer orders the notary to do something illegal or to violate notary rules, the employer's liability arises from that directive and control over the notary. The notary may also bear personal responsibility, but the employer's exposure is real because of the directive and supervisory role.

**2. What is the per-mile traveling fee allowed for Connecticut notaries in addition to the base fee?**

**A. \$0.25**

**B. \$0.60**

**C. \$0.35**

**D. \$0.50**

Notaries in Connecticut may add a travel fee on top of the base notarial fee to cover the distance they must travel. The per-mile rate is 0.35 dollars for each mile traveled to the location of the notarization. So, if you travel eight miles to perform the act, the traveling fee would be  $8 \times 0.35 = 2.80$ , added to the base fee. This rate is fixed and applies as a separate charge in addition to the standard notarial fee.

**3. Which scenario most clearly triggers employer liability for a notary's misconduct?**

**A. A notary acts without supervision**

**B. The employer directs or approves the misconduct**

**C. The notary charges excessive fees**

**D. The signer lives in another state**

When an employer is liable for a notary's misconduct, it's because the employer exercises control over the notary's actions and either directs or approves the improper act. That explicit authorization shows the employer's involvement and consent, making them responsible under agency principles (the idea that a boss can be vicariously liable for an employee's wrongdoing). If the notary acts without supervision, it signals lax oversight but doesn't by itself prove the employer sanctioned the misconduct. Charging excessive fees is a separate ethical or regulatory violation by the notary, not necessarily an employer-directed act. The signer living in another state has no bearing on the employer's liability. So the scenario where the employer directs or approves the misconduct clearly demonstrates employer liability.

**4. Notary acts commonly include taking acknowledgments and administering oaths.**

**A. True**

**B. False**

**C. Only taking signatures**

**D. Only administering oaths**

Notaries perform two foundational tasks regularly: taking acknowledgments and administering oaths. An acknowledgment is when the signer appears before the notary, shows they signed the document willingly, and identifies themselves for the record; the notary then confirms the signer's identity and that the signing occurred for the stated purpose. Administering an oath or affirmation means the notary has the signer swear to, or affirm, that the statements in the document are true, recording that the oath was administered. These acts are central to the notary's role because they provide assurance to others that the document was properly executed and that the signer's statements are being sworn to. While notaries may also witness signatures or certify copies in other contexts, the combination of an acknowledgment and an oath is a common, core part of notarial practice.

**5. Non-residents applying to be a notary public must provide a Connecticut business or employment address.**

**A. Not required**

**B. False**

**C. True**

**D. Not applicable**

Residency and address requirements for notary applicants. In Connecticut, non-residents who want to become a notary must provide a Connecticut business or employment address. This ensures there is a verifiable connection to the state and a reliable place for official communications and notarial duties. The address on file helps the Secretary of the State reach the notary and ensures the notary has a real, state-based site of business to perform acts within Connecticut. Without such an address, a non-resident wouldn't meet the eligibility criteria. So, stating that non-residents must provide a Connecticut business or employment address is correct.

**6. If a Connecticut notary does not renew within the 90-day grace period, what must they do?**

**A. The commission automatically renews**

**B. The notary must apply for reinstatement as if applying for the first time**

**C. The notary pays an extra \$30 fee**

**D. The commission is extended for another 30 days**

If a Connecticut notary does not renew within the 90-day grace period, they must apply for reinstatement as if applying for the first time. This means starting the process anew with the Secretary of the State: submit the fresh application, meet current eligibility requirements, pay the standard fees, and obtain a new commission before resuming notarial duties. Automatic renewal does not occur after expiration, there isn't a simple extra late fee that restores authority, and there is no extended grace period or 30-day extension once the window has closed.

7. A Connecticut notary may use the term 'notario publico' to describe their office.

- A. True
- B. False**
- C. Sometimes
- D. Only for translations

In Connecticut, the official designation for a public official who authenticates signatures is Notary Public. The term "notario publico" is used in civil-law jurisdictions to describe a different kind of legal official with broader authority, not a U.S. notary's limited powers. Using that term would mislead the public about what a Connecticut notary is authorized to do and is not permitted. So the statement is false.

8. Which element is specifically associated with a properly executed notarial certificate?

- A. The witness contact
- B. The notary's commission expiration date**
- C. The signer's middle name
- D. The signer's email

A properly executed notarial certificate centers on the notary's authority at the time of the act. The commission expiration date is the key detail that proves the notary was legally empowered to notarize on that date. Including the expiration date shows the notary's authority is current, which is essential for the certificate to be valid and the notarization to be enforceable. Other items listed aren't standard parts of a notarial certificate. Witness contact, the signer's middle name, or the signer's email are not required elements of the certificate; the certificate's purpose is to attest that the act occurred and that the notary acting was authorized, witnessed, and properly identified, typically with the notary's name, commission details, date, and seal.

9. What is the fee for performing a notarial act in Connecticut?

- A. \$1.00
- B. \$3.00
- C. \$5.00**
- D. \$10.00

Connecticut sets a fixed maximum fee for each notarial act. The amount you may charge for one notarization is five dollars. This means you can charge up to five dollars for each act performed (for example, if multiple signatures require separate notarizations, each can be charged up to five dollars). The other amounts don't match the state's per-act fee.

**10. Notaries may notarize photocopies of public records.**

- A. True
- B. False**
- C. Yes, but only if certified
- D. Yes, for all records

Notaries do not have the authority to certify photocopies of public records. Public records are kept by government offices, and only the issuing agency or a designated official can provide a certified copy that proves it's a true and complete reproduction of the original. A notary's role is to witness signatures, administer oaths, and, in many cases, certify copies of private documents the signer presents. Therefore, photocopies of public records cannot be notarized as true copies by a notary. If you need an official copy of a public record, request it from the appropriate government office; for private documents, a notary may certify a copy under the applicable rules.

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## Next Steps

**Congratulations on reaching the final section of this guide. You've taken a meaningful step toward passing your certification exam and advancing your career.**

**As you continue preparing, remember that consistent practice, review, and self-reflection are key to success. Make time to revisit difficult topics, simulate exam conditions, and track your progress along the way.**

**If you need help, have suggestions, or want to share feedback, we'd love to hear from you. Reach out to our team at [hello@examzify.com](mailto:hello@examzify.com).**

**Or visit your dedicated course page for more study tools and resources:**

**<https://connecticutnotarypublic.examzify.com>**

**We wish you the very best on your exam journey. You've got this!**

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