

New York State Notary Practice Exam (Sample)

Study Guide



Everything you need from our exam experts!

Copyright © 2026 by Examzify - A Kaluba Technologies Inc. product.

ALL RIGHTS RESERVED.

No part of this book may be reproduced or transferred in any form or by any means, graphic, electronic, or mechanical, including photocopying, recording, web distribution, taping, or by any information storage retrieval system, without the written permission of the author.

Notice: Examzify makes every reasonable effort to obtain accurate, complete, and timely information about this product from reliable sources.

SAMPLE

Table of Contents

Copyright 1

Table of Contents 2

Introduction 3

How to Use This Guide 4

Questions 5

Answers 8

Explanations 10

Next Steps 16

SAMPLE

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

SAMPLE

- 1. Who may not take the acknowledgment of parties in a written marriage contract?**
 - A. A notary public**
 - B. A married individual**
 - C. An attorney**
 - D. Any eligible person**

- 2. Can a person convicted under the selective training and service act of 1940 be a notary public?**
 - A. Yes, they can be appointed**
 - B. No, they cannot**
 - C. Only if they have served their sentence**
 - D. Only after appeal**

- 3. How does a decision on the eligibility of a notary public relate to someone removed from another role?**
 - A. They may reapply after one year**
 - B. They cannot be reappointed to any role**
 - C. The eligibility is determined case by case**
 - D. They may apply if they provide justification**

- 4. A person convicted of what type of crime cannot be appointed as a notary public?**
 - A. Misdemeanor**
 - B. Infraction**
 - C. Felony**
 - D. Violation**

- 5. For which class of felony is the term fixed by the court and cannot exceed 7 years?**
 - A. Class A felony**
 - B. Class B felony**
 - C. Class C felony**
 - D. Class D felony**

- 6. How much of the reappointment fee does the county clerk transmit to the secretary of state?**
- A. \$30**
 - B. \$40**
 - C. \$50**
 - D. \$60**
- 7. To be eligible for appointment as a notary public, an applicant must have the equivalent of which level of school education?**
- A. High school**
 - B. Common school**
 - C. Post-secondary education**
 - D. Graduate education**
- 8. What is the jurisdiction of notaries public in the state of New York?**
- A. New York State**
 - B. USA**
 - C. New England**
 - D. City of New York**
- 9. Is it essential for the person who executed the instrument to sign in the presence of the notary?**
- A. Yes, it is essential**
 - B. No, it is not essential**
 - C. It only matters for legal documents**
 - D. Only if it involves a financial transaction**
- 10. Is a notary public considered a public officer?**
- A. Yes, they are considered a public officer**
 - B. No, they are private individuals**
 - C. Only if they work for the government**
 - D. Only during official duties**

Answers

SAMPLE

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

SAMPLE

Explanations

SAMPLE

1. Who may not take the acknowledgment of parties in a written marriage contract?

- A. A notary public**
- B. A married individual**
- C. An attorney**
- D. Any eligible person**

The correct answer identifies individuals who have a conflict of interest in the transaction. A notary public, who serves as an impartial witness, should not take the acknowledgment of parties in a marriage contract when they themselves are a party to that contract. Acknowledgments require the notary to remain neutral, and if they are involved in the marriage contract, their impartiality is compromised. On the other hand, married individuals may be able to witness or take part in such agreements, provided they are not parties to the contract themselves. Attorneys can acknowledge parties in contracts as long as they maintain impartiality, and any eligible person can also act as a witness or acknowledge parties, as long as they are not directly involved in the contract. Thus, the restriction placed on notaries in this scenario ensures that the integrity of the acknowledgment process remains intact.

2. Can a person convicted under the selective training and service act of 1940 be a notary public?

- A. Yes, they can be appointed**
- B. No, they cannot**
- C. Only if they have served their sentence**
- D. Only after appeal**

The correct answer indicates that a person convicted under the Selective Training and Service Act of 1940 cannot be appointed as a notary public. In New York State, certain criminal convictions can disqualify individuals from serving as notaries. This is part of the broader guidelines ensuring that a notary public maintains a level of integrity and trustworthiness, which is essential for the responsibilities associated with the role. The restrictions placed on individuals with criminal backgrounds aim to preserve the public's confidence in the notarial process. Therefore, a conviction under such acts directly precludes an individual from being appointed, as it reflects on their compliance with the law and ethical standards required for notaries. In this context, it is essential to adhere to these guidelines to ensure the safeguarding of public trust in notarized documents and transactions.

3. How does a decision on the eligibility of a notary public relate to someone removed from another role?

- A. They may reapply after one year**
- B. They cannot be reappointed to any role**
- C. The eligibility is determined case by case**
- D. They may apply if they provide justification**

The correct answer highlights that decisions regarding the eligibility of a notary public are made on a case-by-case basis, reflecting the nuances of individual circumstances. Each situation may involve different factors such as the nature of the previous role, the reasons for removal, and relevant legal or ethical considerations. This tailored approach ensures that the unique context of the individual's conduct and qualifications is taken into account. In contrast, the other alternatives imply blanket rules that do not recognize the complexity of each individual's situation. For instance, stating that individuals may reapply after a set period might overlook serious issues or extenuating circumstances that should be evaluated beforehand. Similarly, the idea that someone cannot be reappointed at all fails to consider instances where an individual might have learned from past mistakes and merits a second chance. Lastly, suggesting that justification is always required to apply can create unnecessary barriers for individuals whose past circumstances may not reflect their current capabilities or trustworthiness.

4. A person convicted of what type of crime cannot be appointed as a notary public?

- A. Misdemeanor**
- B. Infraction**
- C. Felony**
- D. Violation**

A person convicted of a felony cannot be appointed as a notary public because a felony conviction signifies a serious criminal offense that raises concerns about the individual's character and integrity. The role of a notary public requires a high level of trustworthiness, as notaries are responsible for witnessing signatures, administering oaths, and preventing fraud. Laws governing notaries typically impose stricter standards for individuals with felony convictions to maintain public confidence in the integrity of the notarization process. On the other hand, misdemeanors, infractions, and violations generally pertain to less severe offenses and may not automatically disqualify an individual from serving as a notary. Each state has its own specific regulations regarding the eligibility of individuals with certain types of criminal records, but felony convictions are often viewed as a significant barrier due to their implications for moral character and the responsibilities inherent in a notary's duties.

5. For which class of felony is the term fixed by the court and cannot exceed 7 years?

- A. Class A felony**
- B. Class B felony**
- C. Class C felony**
- D. Class D felony**

The correct answer is that a Class D felony is the only class of felony for which the court sets a fixed term that cannot exceed 7 years. In New York State, felonies are divided into different classes, and each class has its own sentencing ranges. Class D felonies typically carry a determinate sentence, meaning the court decides a specific time that the offender must serve, with a maximum of 7 years. On the other hand, Class A felonies are the most serious and can result in longer sentences, often life imprisonment. Class B felonies also involve significant sentences, generally exceeding 7 years. Class C felonies have a maximum sentencing range greater than that of Class D felonies as well. Therefore, Class D felonies are unique in their sentencing structure, which is why the court's fixed term does not exceed 7 years for this particular class.

6. How much of the reappointment fee does the county clerk transmit to the secretary of state?

- A. \$30**
- B. \$40**
- C. \$50**
- D. \$60**

The correct answer reflects the amount that the county clerk transmits to the secretary of state for a notary public's reappointment in New York State. When a notary public is reappointed, a portion of the fee collected for that reappointment is sent to the secretary of state as part of the administrative process. In New York State, the amount specifically defined for this purpose is \$40. This is a uniform fee stipulated by the state regulations. Understanding the fees involved in the reappointment process is crucial, as it ensures compliance with state laws and the proper functioning of notary services. The reappointment fee contributes to maintaining the infrastructure that supports notaries and their functionalities.

7. To be eligible for appointment as a notary public, an applicant must have the equivalent of which level of school education?

- A. High school**
- B. Common school**
- C. Post-secondary education**
- D. Graduate education**

An applicant for appointment as a notary public in New York must have the equivalent of a common school education. This is understood to mean at least a basic education that provides foundational skills in reading, writing, and basic mathematics, typically associated with the early years of schooling. While some may interpret "common school" as less than a high school education, it is crucial to note that it usually denotes completion of primary or elementary education standards. Therefore, individuals with a more advanced education, such as high school or beyond, would certainly meet this requirement. However, the specific statutory language reflects that common school education is the minimum requirement. This adds a layer of accessibility, allowing a broader range of individuals to qualify for this role, assuming they also meet other criteria laid out in the notary public laws.

8. What is the jurisdiction of notaries public in the state of New York?

- A. New York State**
- B. USA**
- C. New England**
- D. City of New York**

The jurisdiction of notaries public in New York State is indeed statewide. This means that a notary public commissioned in any county within New York can perform notarial acts throughout all of New York State. This includes acknowledgment of signatures, administering oaths, and other duties that notaries are authorized to perform. The correct answer reflects the comprehensive scope of a notary's authority in New York, whereas the other options are more limited in geographic scope. For example, although the City of New York is part of New York State, a notary's jurisdiction extends far beyond any single city or region. Similarly, the entire USA is too broad, as notaries have specific state-based authority, and New England refers to a group of states rather than a specific jurisdiction pertaining to notaries.

9. Is it essential for the person who executed the instrument to sign in the presence of the notary?

- A. Yes, it is essential**
- B. No, it is not essential**
- C. It only matters for legal documents**
- D. Only if it involves a financial transaction**

The correct answer indicates that it is not essential for the person who executed the instrument to sign in the presence of the notary. In New York State, a notary public is responsible for verifying the identity of the signer and ensuring that the signer is signing voluntarily and understands the document. However, the signing can occur before the notary observes it. The primary duty of the notary is to ensure that proper identification is provided and that the signer acknowledges the signature, whether it was executed in the notary's presence or not. In many cases, especially with documents that are subsequently notarized, the signer's prior execution of the document does not invalidate the notarization, provided the notary administers the acknowledgment correctly. This aligns with notary practices where a notary acts as an impartial witness rather than a participant in the signing process. The other contexts mentioned, such as legal documents or financial transactions, do not change this fundamental aspect of notary practice. Notarization serves various purposes across different types of documents, but the essential requirement remains that the notary must confirm the signer's identity and intention, regardless of where the signing takes place.

10. Is a notary public considered a public officer?

- A. Yes, they are considered a public officer**
- B. No, they are private individuals**
- C. Only if they work for the government**
- D. Only during official duties**

A notary public is indeed considered a public officer. This classification comes from the significant role notaries play in the execution of legal documents and their function in confirming identity and ensuring the integrity of the signing process. As public officers, notaries uphold the law by providing an essential service that supports the legal system and public interest. Notaries have a duty to perform their tasks impartially and are tasked with guarding against fraud and misrepresentation. This public trust is what solidifies their status as public officers, regardless of whether they are employed by the government or operate as private individuals. It's important to recognize that their role extends beyond private interests; their actions have implications for the broader community, making their position vital in official civil matters.

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.

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

<https://nysnotary.examzify.com>

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

SAMPLE