



COURT OF COMMON PLEAS
WILLIAMS COUNTY

J.T. STELZER
Judge

KAREN K. GALLAGHER
Magistrate

KIMBERLY S. COLLER
Court Administrator

AMY L. KIMPEL
Assignment Commissioner

September 17, 2019

RE: Notary Application Process

To whom it may concern:

Please be advised that pursuant to Senate Bill 263, all notary applications (new and renewal) are to be processed direct by the Ohio Secretary of State effective September 20, 2019. Therefore, as of noon on September 19, 2019, Judge Stelzer is unable to accept or approve any applications. In addition, we are barred from submitting any requests to renew outside of a three month window (ie: renewal date before December 18, 2019). For additional information, please visit the Ohio Secretary of State website at: <https://www.sos.state.oh.us/notary/>. Thank you.

Very truly yours,

Kimberly S. Coller
Court Administrator

:ksc

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