

## Notary Services

As a courtesy to the Residents of Lisbon, the Town Clerk's Office offers free notarization for Lisbon residents. **A \$5.00 fee is charged for non-residents.** Notary Services are available during regular office hours - no appointment is necessary.

Monday -Thursday 9:00AM - 3:00 PM; Wednesday Evenings 5:30 PM to 7:30 PM; and Friday 9:00 AM to 1:00 PM

### Important Points

- The Town Clerk's office does **not** notarize documents pertaining to the following legal actions and therefore the following **cannot** be notarized by the Town Clerk's Office:
  - **Wills/ Living Wills**
  - **Adoptions**
  - **Blank Documents**
  - **Child Custody**
  - **I-9 Forms**
  - **Powers of Attorney**
  - **Documents that will be recorded on the Lisbon Land Records**
- Your signing of the document **must be witnessed by the notary**. **DO NOT sign in advance**
- When notarizing a document, if the notary does not know the signer personally, the signer must provide the notary with at least two (2) forms of identification containing the individual's signature, at least one of which contains the signer's photograph or physical description.
- Notaries and Town Clerks do not provide Legal Advice to patrons. If a Notary is uncomfortable notarizing the document, they are not required to notarize said document.

### Interested in becoming a Notary Public?

[CLICK HERE](#) for information on becoming a State of Connecticut Notary Public & Notary Public Licensing. Applications are processed through the Office of the Secretary of the State.