

Notary Public Instructions

The process you are being asked to execute is a Notary Protest Process that is clearly established in law and well within the authority of the Notary Public. You are simply acting in the capacity of the third party witness to the transaction and issuing certification thereof in the mandatory exhaustion of administrative remedy process.

As a Notary you are an agent of the Secretary of State, whose authority falls under the department of State and carries with it the authority of a Justice of the Peace. In this capacity you have an obligation to assist those wishing to do so, to exhaust and certify the exhaustion of their administrative remedy through the discovery process.

A Notary Public has an obligation and the authority to facilitate the deposition of the Respondent with the authority to issue subpoenas and warrants for contempt to compel performance in the discovery process. As a part of the exhaustion of the administrative remedy process in this matter you are requested to execute the attached subpoena to be sent with the discovery document.

You will need to execute the Notary Certification of Mailing and the Presentment under Notarial Seal and send all documents to the Respondent. Please keep a copy for your files and one copy for the Claimant's files. This packet must be sent via Certified Mail, Return Receipt Requested to provide the evidence of their receipt of the presentment.

The Bank may send some form of response that is un-responsive, failing to provide the requested documents; failure to notarize their rebuttal; failure to rebut, etc. If the Bank sends you the requested documentation [highly unlikely] please contact me immediately for further assistance.

In every case to date the banks have sent a copy of the Mortgage Agreement, which is NOT part of the requested documents and is no more than a ploy to trick you into believing that they are complying. If the Bank fails to timely respond; fails to produce the requested certified documents; fails to provide a certified copy of the accounting; fails to provide a certified copy, front & back, of the Promissory Note, then you are required to inquire of the Claimant as to if they have received any additional documents.

Once you ascertain that the Bank has failed in their duty to provide discovery you must send them a NOTICE OF DISHONOR & OPPORTUNITY TO CURE affording the Bank the opportunity to properly respond. If the Bank fails to timely respond to the NOTICE then you must issue the Declaratory Judgment, keeping one original copy for your records and providing one original copy for the Claimant.

Typically, a Notary Public will charge from \$50.00 to \$100.00 for this service plus the cost of postage.

Thank you for your cooperation.

The Trustee