

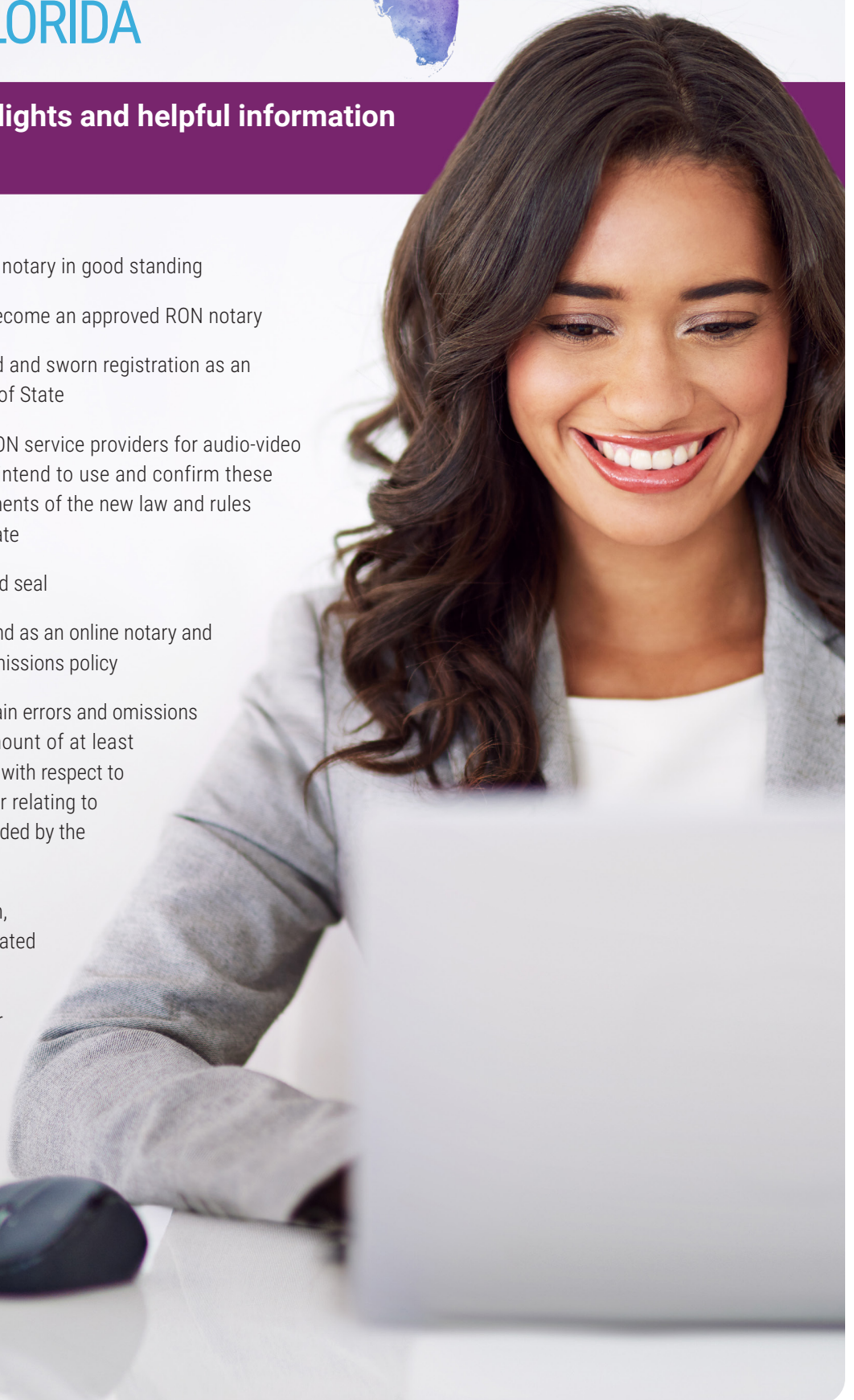


# GETTING RON READY IN FLORIDA



## Here are some key highlights and helpful information to get you started:

- Must be a commissioned Florida notary in good standing
- Complete the 2-hour course to become an approved RON notary
- Upon completion submit a signed and sworn registration as an online Notary to the Department of State
- Identify Pavaso as one of your RON service providers for audio-video communication technology you intend to use and confirm these technologies satisfy the requirements of the new law and rules adopted by the Department of State
- Obtain your eNotary certificate and seal
- Provide evidence of a \$25,000 bond as an online notary and a minimum \$25,000 errors and omissions policy
- RON service provider must maintain errors and omissions insurance coverage in a total amount of at least \$250,000 in the annual aggregate with respect to potential errors or omissions in or relating to the technology or processes provided by the RON service provider
- To conduct an online notarization, the notary must be physically located in Florida, while signers do not
- Can charge a fee up to \$25.00 for performing an online notarial act
- Can charge a fee up to \$20.00 for making and delivery of electronic copies





## TECHNICAL REQUIREMENTS:

- ▶ Capability to record a real-time two-way audio-video conference session between the Notary, the principal and any witnesses.
- ▶ Maintain an electronic journal of online notarizations for a minimum of ten (10) years in a secure environment.
- ▶ Technology must support remote presentation of a government-issued identification credential by each principal; (ii) credential analysis of each government-issued identification credential and (iii) identity proofing of each principal in the form of knowledge-based authentication or another method of identity proofing that conforms to the standards of F.S. chapter 117.
- ▶ Deemed to have satisfied tamper-evident technology requirements by use of technology that renders any subsequent change or modification to the electronic record evident.
- ▶ Clarifies that the requirement under Florida law for the witnessing of real estate documents is satisfied if a witness is either in the physical presence of the principal or present through audio-video communication technology at the time the principal affixes his or her electronic signature and the witness hears the principal make a statement acknowledging that the principal has signed the electronic record.

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