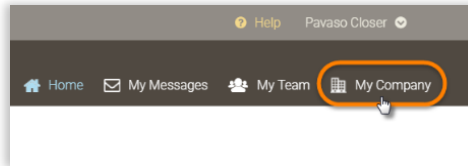


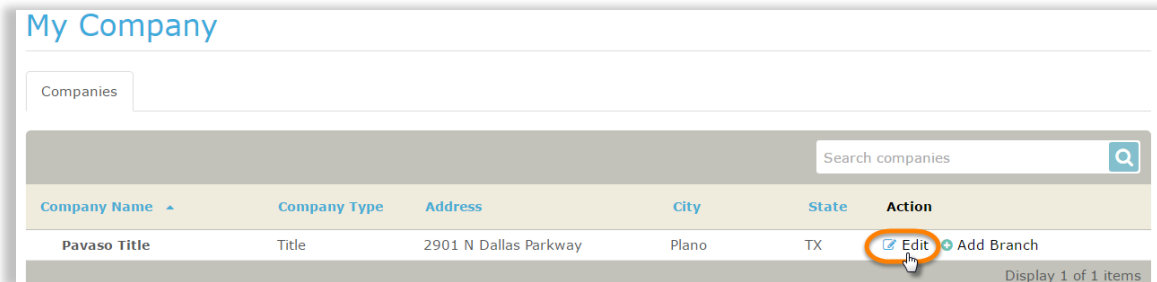
Removing an eNotary from your Company



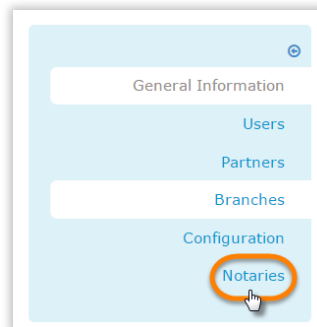
1. On your Home Dashboard, click on the “My Company” tab on the upper right of your screen.



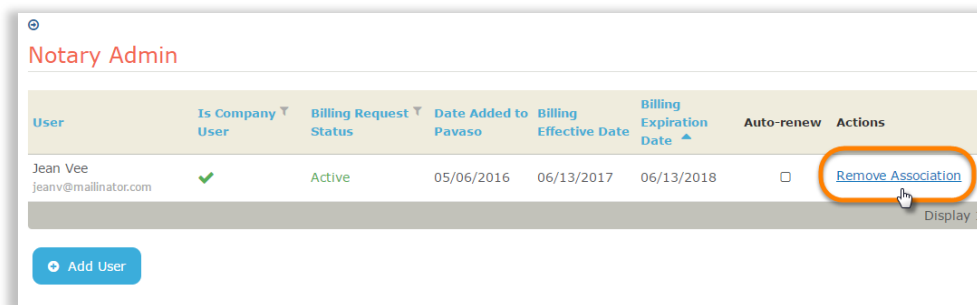
2. In the “My Company” screen, click on the “Edit” link for your company.



3. Click on the “Notaries” link on your left.



4. Click on the “Remove Association” link and confirm.



5. Please contact Pavaso Support to notify us as well.

Phone: 1-866-288-7051, option 3
Email: support@pavaso.com
Hours: 7 AM – 8 PM CST, Monday-Friday