



PREPARING FOR AN ESSENTIAL NOTARY™ (RIN)* SIGNING



When you purchase, refinance, sell, or obtain a home equity loan/line on a home, signing the closing documents is one of the final steps in the transaction. You will be completing the signing of your closing documents with Pavaso's Essential Notary solution. Through audio-visual technology, the notary will witness you wet sign your closing documents.

Please review the checklist below to ensure you meet all system requirements and optimize your experience during your scheduled Essential Notary Signing.



Pavaso login information and PIN

You will need your Pavaso login information and PIN you created when you received your invitation email.



Valid identification

State-issued ID, driver's license, or government-issued passport.



Smartphone with text message and camera capability

You will be required to take a picture of your ID during the Essential Notary signing session.



Compatible desktop/laptop with working camera, microphone, and speakers

Cell phones and tablets are not compatible with Essential Notary. However, the Microsoft® Surface Pro hybrid laptop is compatible. [Click here](#) for instructions on how to verify your device is compatible. It is recommended to complete the system test before the day of your signing. Make sure that pop-up blockers are disabled. If you experience any issues during your system test, please follow the troubleshooting steps [here](#).



Latest version of a compatible web browser

Visit our [system requirements](#) page for the most up to date information. Note that when using a Google Chrome™ version older than 72, the [Pavaso Screen Share plugin](#) is required.



Strong, uninterrupted internet connection with minimum 15 MBPS download/upload speed for an optimal experience

Confirm your internet speed with your internet service provider.

Should you have any questions or issues on Pavaso, please email us at support@pavaso.com or call (866) 288-7051.

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Chrome™ browser is a trademark of Google LLC.

* Users should consult their title insurance underwriter, if applicable, laws, regulations, and Executive Orders applicable to each signing session. Users are solely responsible for all steps necessary to ascertain, determine, meet, and verify compliance with all applicable orders, laws, regulations, rules and requirements governing any notarial or other execution of writings facilitated in whole or part through Pavaso's Essential Notary™ or any other Pavaso technology.

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