

# NEED A NOTARY?



**THE LIBRARY HAS SEVERAL STAFF AVAILABLE FOR NOTARY SERVICES AT ALL BRANCHES, FREE OF CHARGE.**

**PLEASE CALL TO CONFIRM AVAILABILITY OF NOTARY.**

**DO NOT SIGN DOCUMENT PRIOR TO ARRIVAL.**

**DOCUMENT MUST BE TYPED AND NOT HANDWRITTEN.**

**PLEASE BRING A CURRENT CORRECT ID WITH YOU FOR IDENTITY VERIFICATION.**

**THE ID SHOULD INCLUDE THE FOLLOWING:**

- **A PHOTO OF THE BEARER**
- **ACCURATE PHYSICAL DESCRIPTION OF THE BEARER**
- **SIGNATURE OF THE BEARER**
- **FOR EXAMPLE: A DRIVER'S LICENSE, OFFICIAL STATE-ISSUED ID CARD, MILITARY ID, PASSPORT, ETC. AND IT MUST BE CURRENT**

**NO EXPIRED IDENTIFICATION WILL BE ACCEPTED.**

COVINGTON  
502 SCOTT BLVD.  
COVINGTON, KY 41011

ERLANGER  
401 KENTON LANDS DR.  
ERLANGER, KY 41018

INDEPENDENCE  
1992 WALTON NICHOLSON RD.  
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