

MARYLAND REGISTER

## Proposed Action on Regulations

<b>Transmittal Sheet</b>  <b>PROPOSED OR REPROPOSED</b>  <b>Actions on Regulations</b>	<b>Date Filed with AELR Committee</b>	<b>TO BE COMPLETED BY DSD</b>
	05/13/2016	Date Filed with Division of State Documents
		Document Number
		Date of Publication in MD Register

1. Desired date of publication in Maryland Register: 6/24/2016

2. COMAR Codification

**Title Subtitle Chapter Regulation**

01 02 08 04

3. Name of Promulgating Authority

Division of State Documents

**4. Name of Regulations Coordinator Telephone Number**  
Gail S Klakring 410-260-3873

**Mailing Address**

**City State Zip Code**

**Email**  
gail.klakring@maryland.gov

**5. Name of Person to Call About this Document Telephone No.**  
Loraine Parks 410-260-3857

**Email Address**  
Loraine.parks@maryland.gov



**Title 01**  
**EXECUTIVE DEPARTMENT**  
**Subtitle 02 SECRETARY OF STATE**

**01.02.08 Notaries Public**

Authority: State Government Article, Sections 18-103 and 18-112, Annotated Code of Maryland

**Notice of Proposed Action**

[]

The Secretary of State proposes to amend Regulation .04 under COMAR 01.02.08 Notaries Public.

**Statement of Purpose**

The purpose of this action is to lower the original application fee and renewal fee for notaries public.

**Comparison to Federal Standards**

There is no corresponding federal standard to this proposed action.

**Estimate of Economic Impact**

**I. Summary of Economic Impact.**

There will be lower cost to notary applicants.

Revenue (R+/R-)

**II. Types of Economic Impact.**

Expenditure (E+/E-)    Magnitude

---

A. On issuing agency:	(R-)	Approximately \$221,550/year
	NONE	
B. On other State agencies:	NONE	
C. On local governments:	NONE	

Benefit (+)  
Cost (-)                      Magnitude

---

D. On regulated industries or trade groups:	(+)	Unknown
---------------------------------------------	-----	---------

- NONE
- E. On other industries or trade groups: NONE
- F. Direct and indirect effects on public: NONE

**III. Assumptions.** (Identified by Impact Letter and Number from Section II.)

A(). The proposed fee is \$11 less per applicant. Currently there is a \$20 processing fee for new and renewal notary applications. This proposal lowers that fee to \$9. This will result in the Office of the Secretary of State receiving \$11 less per application. The office received approximately 20,140 applications in 2015. The proposal will reduce revenue by approximately \$221,550 per year.

D(). Notaries public will benefit by having a lower application and renewal fee.

**Economic Impact on Small Businesses**

The proposed action has minimal or no economic impact on small businesses.

**Impact on Individuals with Disabilities**

The proposed action has no impact on individuals with disabilities.

**Opportunity for Public Comment**

Comments may be sent to Loraine Parks, Notary Division, Office of the Secretary of State, 16 Francis Street, Annapolis, MD 21401, or call 410-260-3857, or email to [Loraine.parks@maryland.gov](mailto:Loraine.parks@maryland.gov), or fax to 410-974-5527. Comments will be accepted through July 25, 2016. A public hearing has not been scheduled.

**Economic Impact Statement Part C**

- A. Fiscal Year in which regulations will become effective: FY 0
- B. Does the budget for the fiscal year in which regulations become effective contain funds to implement the regulations?
- C. If 'yes', state whether general, special (exact name), or federal funds will be used:
- D. If 'no', identify the source(s) of funds necessary for implementation of these regulations:
- E. If these regulations have no economic impact under Part A, indicate reason briefly:

F. If these regulations have minimal or no economic impact on small businesses under Part B, indicate the reason and attach small business worksheet.

G. Small Business Worksheet:

Attached Document:

---

**Title 01**  
**EXECUTIVE DEPARTMENT**  
**Subtitle 02 SECRETARY OF STATE**

**01.02.08 Notaries Public**

Authority: State Government Article, §§18-103 and 18-112, Annotated Code of Maryland

**Notice of Proposed Action**

The Secretary of State proposes to amend Regulation **.04 under COMAR 01.02.08**

**Statement of Purpose**

The purpose of this action is to lower the original application fee and renewal fee for notaries public.

**Comparison to Federal Standards**

There is no corresponding federal standard to this proposed action.

**Estimate of Economic Impact**

**I. Summary of Economic Impact.** A lower cost to notary applicants.

<b>II. Types of Economic Impact.</b>	Revenue (R+/R-)	Magnitude
	Expenditure (E+/E-)	
A. On issuing agency:	R- \$11.00 less per applicant	
B. On other State agencies:	NONE	
C. On local governments:	NONE	
	Benefit (+)	Magnitude
	Cost (-)	

- 
- D. On regulated industries or trade groups: (+) \$11.00 less in cost per applicant
- E. On other industries or trade groups: NONE
- F. Direct and indirect effects on public: NONE

**III. Assumptions.** (Identified by Impact Letter and Number from Section II.)

A. The fee is \$11.00 less per applicant. Currently there is a \$20.00 processing fee for new and renewal notary applications. This regulation change lowers that fee to \$9.00. This will result in the Office of the Secretary of State receiving \$11.00 less per application. We received approximately 20,140 applications in 2015. The regulation change will reduce by approximately \$221,550 per year.

D. Notaries public will benefit by having a lower application and renewal fee.

**Economic Impact on Small Businesses**

The proposed action has minimal or no economic impact on small businesses.

**Impact on Individuals with Disabilities**

The proposed action has no impact on individuals with disabilities.

**Opportunity for Public Comment**

Comments may be sent to Loraine Parks, Notary Division, Office of the Secretary of State, 16 Francis Street, Annapolis, MD 21401, or call 410-260-3857, or email to [Loraine.parks@maryland.gov](mailto:Loraine.parks@maryland.gov), or fax to 410-974-5527. Comments will be accepted through . A public hearing has not been scheduled.

**.04 Responsibilities of the Secretary.**

A.— C. (text unchanged)

D. Each application for an original or renewal appointment as a notary public shall be accompanied by a processing fee of \$[20]9 payable to the Secretary of State.

JOHN S. WOBENSMITH  
Secretary of State