



Welcome to the Notaries Public Division

The Notaries Public Division plays an essential role in protecting the authenticity and integrity of important documents throughout the United States Virgin Islands. Operating under the Office of the Lieutenant Governor's Legal Counsel, the Division is responsible for the appointment, regulation, and compliance of notaries public, who are trusted individuals authorized to authenticate crucial legal documents and administer oaths.

Notaries public serve a critical function in promoting confidence in legal, business, and personal transactions. Under the authority of the Lieutenant Governor of the United States Virgin Islands, notaries are empowered to perform the following duties:

- ❖ Authenticate signatures on essential documents to help prevent fraud and confirm proper execution.
- ❖ Administer oaths and affirmations, serving as impartial witnesses during legal attestations.
- ❖ Uphold professional standards and accountability within the notarial community.

The Division not only licenses notaries but also provides guidance and education regarding notarial responsibilities and ensures compliance with all applicable regulatory requirements. This commitment helps ensure that every notarization performed in the Virgin Islands meets the highest standards of legality and reliability.

Currently, due to statutory limitations under Title 3 V.I.C. § 771 (a), the Division is not accepting new notary applications. However, existing notaries may continue to renew their commissions without interruption. For the most current updates or specific inquiries, individuals are encouraged to contact the Notaries Public Division directly. Our office remains committed to supporting notaries and maintaining the integrity of notarial acts throughout the territory.

If you require additional information or assistance, our office is available Monday through Friday, from 9:00 a.m. to 4:00 p.m. We are pleased to assist you and ensure the continued integrity of notarial acts across the territory.



Sincerely,
The Notaries Public Division