Sturgis Library
Notary Services Policy

Sturgis Library offers selected notary services to the public on a first-come, first-served basis during regular library hours.

- The Library has a notary on staff. It is recommended that customers seeking notary services call in advance to ensure that the notary is available. 508-362-6636.
- All documents must be in English.
- Please fill out your document completely in advance – do not leave any blank spots except for the signature and date line. We cannot notarize documents that have been signed in advance.
- All people who are signatories on the document must be present in order for us to notarize the document.
- We do not charge a set fee for notary services, but appreciate any donation that customers are willing to make. There is a donation box located near the circulation desk.
- **Valid photo ID is required.**
- **The Library will not provide witnesses,** and witnesses may not be solicited from patrons using the Library. Those who need witnesses must bring their witnesses with them, and witnesses must provide valid photo ID.
- **Notary service is not available for deeds, wills, living wills, living trusts, codicils, depositions, I-9 Employment Verification forms, mortgages, or other real estate closing documents.**
- Certain public documents cannot be copied and notarized. Examples are birth, death and marriage certificates.
- The notary reserves the right to decline to provide notary services if there is any doubt about the authenticity or legality of the document.
- Notaries cannot provide legal advice or assist in document preparation.

There are other notary services available at:

- The UPS Store in Hyannis -- Phone is 508-775-5777 --
  https://locations.theupsstore.com/ma/hyannis/1070-iyannough-rd/notary
- Banks, insurance companies, and lawyer’s offices