

TITLE 4. ADMINISTRATION

PART VIII. DEPARTMENT OF STATE

SUBPART C. COMMISSIONS AND NOTARIES PUBLIC

CHAPTER 167. NOTARIES PUBLIC

SUBCHAPTER A. GENERAL PROVISIONS

§ 167.3. Fees.

(a) The maximum fees that notaries public may charge for notarial acts may not exceed:

[Taking acknowledgement (per name of first individual making acknowledgment in certificate) \$5

Taking acknowledgement (per each additional name in same certificate)	\$2
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Administering oath or affirmation (per individual taking oath or affirmation)	\$5
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Taking verification on oath or affirmation (per individual making declaration)	\$5
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Witnessing or attesting a signature (per signature)	\$5
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Certifying or attesting a copy or deposition (per certified copy)	\$5
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Noting a protest of a negotiable instrument (per page)	\$3]
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(Editor's Note: The fee schedule in the charts is printed in regular type to enhance readability.)

Taking acknowledgement (per name of first individual making acknowledgment in certificate)	\$10
Taking acknowledgement (per each additional name in same certificate)	\$5
Administering oath or affirmation (per individual taking oath or affirmation)	\$10

Taking verification on oath or affirmation (per individual making declaration)	\$10
Witnessing or attesting a signature (per signature)	\$10
Certifying or attesting a copy or deposition (per certified copy)	\$10
Noting a protest of a negotiable instrument	\$5

Travel fee (per mile)	Internal Revenue Service standard mileage rate
Copy fee (per page)	\$0.50
Postage fee	Actual cost of postage (must be itemized)
Credit card processing fee	No more than actual surcharge

(b) In addition to the fees authorized in subsection (a), electronic notaries public and remote notaries public may charge a fee in an amount not to exceed \$20 per notarial act performed with respect to electronic records or using communication technology.

(c) A notary public shall provide an itemized receipt for all fees charged by the notary public.

(d) A notary public may not charge any fee under subsection (a) for notarizing the supporting affidavit required in an Emergency Absentee Ballot or the affidavit of a person needing assistance to vote using an absentee ballot.

(e) A notary public may not charge a fee under subsection (a) when other applicable law dictates that no fee may be charged. For example, see 51 Pa.C.S. § 9101 (relating to acknowledgments and administering oaths without charge).