Collingswood Public Library Notary Services

Notary Services

The Collingswood Public Library offers notary public services for our patrons and members of our community. The following guidelines will be followed:

1.The person requiring notary service must have a Collingswood Library card in good standing.

2. Library notary service is available on a limited schedule. Please call ahead to confirm that a Notary will be present during your visit.

3. Government-issued photo identification is required of any patron seeking notary service.

4. The person who will sign the document should bring his or her own witnesses, if the document to be notarized requires witnessing. The library will not provide witnesses, and witnesses may not be solicited from other patrons using the library. In order to serve as a witness, the witness must personally know the person whose document is being notarized and must be in possession of valid photo ID.

5. Documents in any language other than English cannot be notarized.

6. New Jersey law requires that a notary and the patron seeking notarization be able to communicate directly with each other. Library notaries are not permitted to make use of a translator in order to communicate with a patron seeking notary service.

7. Notary service is not available for deeds, wills, living wills, living trusts, codicils, mortgages, depositions, or powers of attorney. If you have questions about the notarization of a document, please call and speak with the notary before coming to the library.

8. Certain public documents cannot be copied and notarized. Examples of these documents include birth certificates, death certificates, marriage certificates, passports, and divorce documents.

9. In accordance with New Jersey Notarial Law, notaries will not provide service if the patron, document, or circumstances of the request for notary service raise any issue of authenticity, ambiguity, doubt, or uncertainty for the library. In this event the library notary may, at their sole discretion, decline to provide notary service.

Required Notice for Notary Public:
“I am not an attorney licensed to practice law and may not give legal advice about immigration or any other legal matter or accept fees for legal advice.”

Alternative locations for notary service in Collingswood are:

Collingswood Borough Hall
688 Haddon Ave
856-854-0720
$2 per stamp