18 NCAC 07I .0102 is proposed for amendment as follows:

18 NCAC 07I – ~~JOURNAL REQUIREMENTS~~ JOURNALS

SECTION .0100 – GENERAL

18 NCAC 07I .0102 DEFINITIONS

The definitions in this Rule apply to this Subchapter:

(1) "Canceled act" means an instance where a notary public or a principal begins the notarial transaction process and halts it for any reason. Note: An example of a canceled act would be one where the notary is not able to establish the identity of the signer as required by G.S. 10B-20.

(2) ~~"Journal" means a record of notarial acts that is created and maintained by a notary public in compliance with Chapter 10B of the General Statutes and the rules in this Subchapter.~~

~~(3)~~ "Mode of notarial act" means a traditional notarization, an electronic notarization, or a remote electronic notarization.

~~(4)~~(3) Supplemental information" means information that a notary public enters into a journal:

(a) as a separate entry that is not for a notarial act;

(b) that relates to a prior notarial act recorded in the journal; and

(c) that may be appended to the prior notarial act entry in the electronic journal.

Note: An entry six months after the initial committed entry stating that the notary public received a subpoena for that initial committed journal entry is an example of supplemental information.

History Note: Authority G.S. 10B-4; 10B-38; 10B-126; 10B-134.15; 10B-134.21;

Eff. July 1, ~~2024.~~ 2024;

Amended Eff. July 1, 2025.

18 NCAC 07I .0106 is proposed for amendment as follows:

18 NCAC 07I .0106 EXCEPTIONS TO RULE .0105

Exceptions to Rule .0105 of this Section shall be limited ~~to:~~ to entries in traditional journals consisting of the following:

(1) ~~the~~ signatures ~~of~~ by ~~the~~ principals;

(2) ~~the~~ signatures ~~of~~ by credible witnesses; or

(3) ~~the~~ signatures ~~of~~ by ~~the~~ designees of the principals pursuant to G.S. 10B-20(e).

History Note: Authority G.S. 10B-4; 10B-38; 10B-126; 10B-134.15; 10B-134.21;

Eff. July 1, ~~2024.~~ 2024;

Amended Eff. July 1, 2025.

18 NCAC 07I .0207 is proposed for amendment as follows:

18 NCAC 07I .0207 ACTS INCLUDED IN JOURNAL

~~The journal shall contain entries by the notary public that document all notarial acts completed by the notary or canceled.~~ A notary public or an electronic notary public shall make a separate entry for each notarial act performed or canceled in the notary’s journal, if any, or electronic notary’s journal.

History Note: Authority G.S. 10B-4; 10B-38; 10B-126; 10B-134.15; 10B-134.21;

Eff. July 1, ~~2024.~~ 2024;

Amended Eff. July 1, 2025.

18 NCAC 07I .0302 is proposed for amendment as follows:

18 NCAC 07I .0302 CONTENTS OF JOURNAL

Notaries public shall enter the following information in the journal for each notarial act:

(1) the date and time at the notary's location that the notarial act occurs;

(2) the name of each principal and designee, if any;

(3) the type and mode of notarial act performed;

(4) the title of the document notarized, if any;

(5) how the identity of each principal was determined;

(6) if satisfactory evidence of the principal's identity was presented:

(a) the type of satisfactory evidence;

(b) the addresses of each ~~principal~~ principal:

(i) as shown on any documents used as satisfactory evidence; and

(ii) the address as stated by the principal if the principal indicates the address on the documents used as satisfactory evidence is incorrect;

(c) where the satisfactory evidence was based on the sworn statement of a credible witness in a traditional or in-person electronic notarial act:

(i) the name of the credible witness;

(ii) the contact information of the credible witness;

(iii) the signature of the credible witness in a traditional notary's journal; or

(iv) the signature of the credible witness has been added to the electronic journal by the notary;

(7) the signature of each principal ~~in a tangible journal or the notary's addition of each principal's acknowledged signature to an electronic journal;~~ as specified in Rule .0404 of this Subchapter;

(8) the address of the designee, if any;

(9) information required by 18 NCAC 07K .0203 for any fees charged; and

(10) designation of each notarial act as employer-related or non-employer related if the journal includes both categories of notarial ~~acts.~~ acts and which employer the notarial act is related to, if any.

History Note: Authority G.S. 10B-4; 10B-38; 10B-126; 10B-134.15; 10B-134.21;

Eff. July 1, ~~2024.~~ 2024;

Amended Eff. July 1, 2025.

18 NCAC 07I .0303 is proposed for amendment as follows:

18 NCAC 07I .0303 ADDITIONAL JOURNAL CONTENTS FOR REMOTE ELECTRONIC NOTARIZATIONS

In addition to the requirements of Rule .0302 of this Section, for each remote electronic notarial act completed, an electronic notary public shall enter in the journal:

(1) the locations of the principals and notary at the time of the act;

(2) the method of establishing the location of the remotely located principals;

(3) the names of any individuals ~~who are physically present at the same place as the remotely located principals;~~ identified pursuant to 18 NCAC 07H .0609 and .0610; and

(4) ~~the names of any individuals in addition to the principals and those listed in Item (3) of this Rule who are present remotely using the communication technology during the notarial transaction process.~~ the total number of notarial acts.

History Note: Authority G.S. 10B-4; 10B-38; 10B-126; 10B-134.15; 10B-134.21;

Eff. March 1, ~~2025.~~ 2025;

Amended Eff. July 1, 2025.

18 NCAC 07I .0308 is proposed for amendment as follows:

**18 NCAC 07I .0308 JOURNAL SUPPLEMENTS**

A notary public may add supplemental information to a journal if:

(1) the notary ~~does not in any way change the original committed journal entry; and~~

~~(2)~~ specifies the journal entry to which the supplemental information ~~relates.~~ relates;

(2) for an electronic notarial act or a remote electronic notarial act, the notary includes the applicable journal entry or session record identifier; and

(3) the notary enters the names of the principals in the notarial session to whom the supplemental entry relates.

*History Note: Authority G.S. 10B-4; 10B-38; 10B-126; 10B-134.15; 10B-134.21;*

*Eff. July 1, ~~2024~~. 2024;*

*Amended Eff. July 1, 2025.*

18 NCAC 07I .0404 is proposed for amendment as follows:

18 NCAC 07I .0404 INCLUDING SIGNATURES IN JOURNAL

A notary public who maintains an electronic journal shall ensure that:

(1) the principals acknowledge that their electronic signatures have been included in the journal as signed on the documents in the transaction;

(2) with regard to designees signing on behalf of a principal:

(a) the designee signs the principal's name ~~pursuant to G.S. 10B-20(e) as signed~~ on the documents being notarized pursuant to G.S. 10B-20(e), and the notary then includes the signature in the journal; and

(b) the designee signs his or her own name on the electronic notary solution for capture and the notary then includes the signature of the designee in the journal; and

(3) the credible witness signs his or her own name on the electronic notary solution for capture and the notary then includes the signature of the credible witness in the journal.

History Note: Authority G.S. 10B-4; 10B-38; 10B-126; 10B-134.15; 10B-134.21;

Eff. July 1, ~~2024.~~ 2024;

Amended Eff. July 1, 2025.

18 NCAC 07I .0406 is proposed for amendment as follows:

**18 NCAC 07I .0406 PRE-FILLED DATA TO BE CONFIRMED BY NOTARY PUBLIC**

A notary public may enter the information listed in Rules .0302 and .0303 of this Subchapter in an electronic journal by:

(1) reviewing each individual item of information offered as an option or by pre-filling; and

(2) confirming that offered information is accurate by selecting:

(a) the offered information; or

(b) the accurate item from among other options ~~offered.~~ offered; or

(3) correcting an incorrect item.

*History Note: Authority G.S. 10B-4; 10B-38; 10B-126; 10B-134.15; 10B-134.21;*

*Eff. March 1, ~~2025.~~ 2025;*

*Amended Eff. July 1, 2025.*