

CARE & SIGNATURE

MOBILE NOTARY

A CLIENT-FIRST GUIDE

Your Mobile Notary Starter Guide

Everything a new client should know before booking: what a mobile notary does, what to prepare, and how to protect a smooth appointment.

**CLEAR
PREP**

A few minutes of preparation can prevent a rushed, incomplete, or rescheduled appointment.

Built for:

Seniors, adult children, family caregivers, busy professionals, and anyone who prefers the notary to come to them.

TO YOU

Meet at your location, based on availability.

WITH CLARITY

Know what is needed before the visit.

WITH RESPECT

Patient service for real-life situations.

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A mobile notary brings the appointment to you.

The notary's role is not to sell legal documents. The role is to complete the authorized notarial act carefully, with the signer present.

WHAT THAT MEANS

We come to the setting that makes sense.

A mobile appointment can take place at a home, hospital, rehabilitation center, senior community, workplace, office, or other agreed location.

You save the commute, parking hunt, and lobby shuffle. Especially helpful when a signer has limited mobility, a full schedule, or a deadline that does not care about traffic.

THE VALUE

Convenience without cutting corners.

Mobile does not mean casual. The same basics still matter: the right signer, proper identification, the complete document, and a calm moment to complete the notarization.

The best appointment feels simple because the details were handled before anyone reaches for a pen.

GOOD TO KNOW

A Texas notary is a public official.

That means the notary must follow state rules even when everyone is in a hurry. A quick visit is great. A rushed or improper notarization is not.

Who this guide is for

- **Families and adult children** Coordinating a parent's, grandparent's, or loved one's paperwork.
- **Caregivers and community staff** Helping with logistics while allowing the signer to speak and decide for themselves.
- **Professionals** Handling real estate, financial, insurance, healthcare, employment, or business paperwork.
- **Anyone who wants clarity** Because "just bring your ID" is technically true and wildly unhelpful.

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Know the line: what a notary can and cannot do.

Understanding the boundary protects you, your document, and the appointment.

A NOTARY CAN

Complete the notarization.

- **Verify identity** using acceptable methods under Texas rules.
- **Witness a signature or acknowledgment** as the certificate requires.
- **Administer an oath or affirmation** when the document calls for one.
- **Complete the notarial certificate** with the facts of that appointment.
- **Keep the required notarial record** as Texas law requires.

A NOTARY CANNOT

Step into the attorney's chair.

- **Give legal advice** or explain what a document legally means.
- **Prepare or revise your legal documents** for you or tell you what language to use.
- **Choose the certificate for you** when the document does not already provide one.
- **Decide whether you should sign** or determine the document's legal effect.
- **Fix public-record copies** like birth certificates or marriage licenses.

THE HANDOFF

Ask the right person, not the nearest person.

Questions about wording, witnesses, document instructions, deadlines, or which certificate to use go to the document recipient, title company, lender, attorney, or agency that issued the form.

Examples of documents clients may bring

Powers of attorney, affidavits, healthcare directives, real-estate documents, financial forms, school or travel permissions, business documents, and other paperwork that already includes a proper notarial certificate or comes with instructions from the receiving organization.

Important: having a document type on this list does not automatically mean it is ready. The specific document and its recipient set the rules.

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Where we meet you: plan the setting, not just the address.

A smooth appointment starts with access, privacy, and enough room to sit comfortably with the document.

<p>HOME APPOINTMENTS</p> <p>Confirm unit number, gate code, parking notes, and a quiet table or firm writing surface.</p>	<p>HOSPITALS & REHAB</p> <p>Share facility name, room number, visitor instructions, and best time around care, meals, therapies, or rest.</p>
<p>SENIOR COMMUNITIES</p> <p>Confirm front-desk check-in, resident location, elevator or building access, and whether a family contact will be present.</p>	<p>WORKPLACES & OFFICES</p> <p>Arrange a private area and confirm the signer is available - not simply nearby but booked solid in a meeting.</p>

ACCESS MATTERS

The front gate cannot vouch for your paperwork.

Send access notes before travel: gate code, parking instructions, tower/building, room number, sign-in steps, and the name of the person meeting the notary.

Set the room up for success

- **Choose calm over crowded.** The signer should be able to focus without people talking over them or rushing them.
- **Use a stable writing surface.** A table, desk, clipboard, or firm lap desk beats a shaky bed tray or a car console.
- **Have the originals together.** Keep the document, ID, and any witness information in one spot.
- **Protect the signer's privacy.** If others are helping, they can support logistics without hovering over the signer's answers.

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Booking is simple when we start with the right facts.

A quick appointment request becomes an accurate quote and a smoother visit when the basics are shared early.

1

Tell us the document type and purpose. - You do not need to explain the entire legal story. Tell us what the document is called, who issued it, where it will be used, and whether it already has a notarial certificate.

2

Share the signer, witness, and ID details. - How many people need notarization? Does the document require witness signatures? Does every signer have acceptable government-issued identification?

3

Confirm the location and access plan. - Include the full address, room/unit if applicable, gate or facility steps, parking notes, and a reliable on-site contact.

4

Choose the timing with the signer in mind. - The signer should be awake, comfortable, unhurried, and available to communicate. That is more important than squeezing the appointment into the first open time slot.

5

Review the appointment details before dispatch. - The goal is no surprise: confirm the date, time window, location, number of signers, required witnesses, and appointment total before the mobile visit is underway.

SMART MOVE

Send the basics, not a novel.

When requesting an appointment, a photo of the document's notarial certificate or the document title can help us flag questions early. Use only an agreed secure method for sensitive information.

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The signer is the center of the appointment.

A mobile notary appointment is not just a paperwork stop. It is a direct interaction with the person whose signature is being notarized.

WHAT WE LOOK FOR**Alert. Willing. Able to communicate.**

The signer should be able to interact with the notary, identify the basic purpose of the document, and clearly communicate that they want to sign.

The notary may ask the signer a few simple questions directly. That is normal. It is a safeguard, not an interrogation room with worse coffee.

HOW FAMILIES HELP**Support the process - do not take over it.**

A family member or caregiver can schedule, provide access details, gather paperwork, and help create a calm setting.

The signer still needs space to speak for themselves. The notary cannot rely on someone else to answer the core questions for the signer.

Pause or reschedule when needed

A notary may need to pause or decline a notarization when the signer appears unable to communicate, does not seem willing, is being pressured, lacks acceptable ID without another authorized identification method, or the document is incomplete in a way that cannot be fixed by the document's issuer. That can feel frustrating in the moment, but it protects everyone.

CARE TIP**Choose the best window, not the fastest window.**

For hospital, rehabilitation, or senior-community appointments, avoid therapy sessions, meals, medication rounds, procedures, and late-day fatigue whenever possible.

A respectful appointment feels like this

- Private enough to hear and respond without pressure.
- Patient enough for the signer to review and ask questions of the appropriate document source.
- Clear enough that every signer knows what happens next.

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Bring the right ID. Clarify witnesses. Check the document.

These are the three ingredients that keep an appointment moving.

IDENTIFICATION	WITNESSES	DOCUMENT
<p>The signer should have a current, acceptable government-issued ID or U.S. passport. Do not rely on a credit card, social-media profile, or a family member saying, "That's my uncle."</p>	<p>Some documents require witnesses. That requirement comes from the document or receiving party. Ask early who may serve, whether witnesses must be independent, and whether they need ID.</p>	<p>Bring the complete document, not just the signature page. Do not leave required fields blank. If the document needs a notarial certificate, confirm it is included or ask the recipient/attorney what they require.</p>

DO NOT CONFUSE THESE

A document witness and a credible witness are not the same thing.

A document witness is required by the paperwork. A credible witness is an identification method that may be used when a signer lacks valid ID and the person meets the applicable rules. Tell us ahead of time if the signer has no ID.

Before the notary arrives

- **Review the name on the ID and the document.** Do not invent a fix for name differences. Ask the document issuer, lender, title company, or attorney for instructions.
- **Do not sign or re-date blindly.** Some documents may be signed in advance and acknowledged later; others require signing in the notary's presence. Follow the document instructions and ask before changing anything.
- **Bring every signer.** A person cannot be notarized through a relative, a phone call, or a "they said it is fine."

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Hospital, rehab, and senior community appointments deserve extra planning.

These settings work well for mobile notary service when the care plan and access plan are respected.

BEFORE BOOKING

Ask the facility questions first.

- **Visitor policy** Are outside service providers permitted? Is an appointment or approval required?
- **Room and access** What is the exact resident/patient location, check-in desk, parking route, and contact person?
- **Best timing** When is the signer typically awake, rested, and not in therapy, a procedure, a meal, or a care routine?

AT THE APPOINTMENT

Create a calm pocket of time.

- **Bring the real ID** A facility bracelet or community badge generally is not a substitute for acceptable government-issued ID.
- **Limit the crowd** One or two support people may be helpful. A crowded room can make it harder for the signer to speak freely.
- **Respect clinical needs** If care staff need to interrupt, we pause. The signer's wellbeing is the priority.

FAMILY CHECK

Do not wait until the parking lot to learn the signer has no ID.

Call before booking if the signer cannot locate current identification, needs witnesses, has limited availability, or the facility has visitor restrictions. We can often plan around a challenge. We cannot plan around a surprise.

What to communicate to the team

- "We need a private, calm space for a short mobile notary appointment."
- "The signer will need their government-issued ID and the complete document."
- "Please let us know the best time around care routines and whether any visitor check-in is required."

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Fees should be clear before the visit starts.

A transparent quote protects your schedule and your budget.

Texas law sets maximum fees for official notarial acts. A mobile appointment also takes planning: where the signer is located, how many people must sign, whether witnesses are involved, access requirements, timing, and the total time needed. Care & Signature will confirm the appointment details and total before the visit is underway.

A GOOD QUOTE INCLUDES

- Date and requested time window
- Full location and access notes
- Number of signers and notarial acts
- Witness needs or special circumstances
- Appointment total and payment expectations

ASK BEFORE YOU BOOK

- What is included in the appointment total?
- Does the time window work for the signer?
- What happens if the ID or witnesses are not ready?
- What payment methods are accepted?
- How do I reschedule if the signer is not ready?

NO SURPRISES

More detail early = fewer delays later.

The fastest way to get an accurate appointment quote is to share the document purpose, number of signers, location, timing, witnesses, and any access requirements upfront.

Cancellation or rescheduling

Life happens: a family member gets delayed, a facility changes visitor access, or the signer is simply not having a good day. Let us know as soon as possible. Early communication gives everyone a better chance to reset the appointment without turning it into a game of phone tag.

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Appointment day: the easy run of show.

When the basics are ready, most appointments are straightforward.

1

Arrival and hello. - The notary confirms the location, meets the signer, and takes a moment to make sure the setting is workable.

2

Review the document package. - We check that the document is complete enough to perform the requested notarial act and confirm the signer and required witnesses are present.

3

Verify identity and signer readiness. - The notary examines ID and speaks directly with the signer. This protects the signer and the integrity of the document.

4

Complete the notarial act. - The signer signs or acknowledges the signature as required. The notary completes the certificate, signs, seals, and records the entry.

5

Final check and next step. - You receive the completed document back. The notary does not file it, mail it, or submit it unless a separate, confirmed arrangement applies.

60-SECOND CHECK

Before the doorbell rings, confirm:

Document package together. Government-issued ID ready. Signer present and comfortable. Witnesses present if required. Facility or gate access handled. Payment ready as previously agreed.

Common questions, without the runaround.

The short answers that help new clients avoid appointment-day surprises.

Q: Can you come today?

A: Same-day appointments may be available, but availability depends on location, timing, travel, and whether the signer, ID, document, and witnesses are ready.

Q: Can I email you a picture of my ID?

A: Ask for the preferred secure process. A notary normally needs to examine acceptable identification at the appointment.

Q: My document does not have a notary section. Can you add one?

A: A notary who is not an attorney cannot choose the certificate for you. Ask the document recipient, title company, lender, agency, or attorney what certificate is required.

Q: Can you notarize a birth certificate or marriage license copy?

A: Texas notaries cannot certify copies of recordable public documents. Contact the government office that issued or maintains the record.

Q: Can someone sign for a parent or loved one?

A: Possibly, but only when the document and applicable authority allow it. Tell us before booking so you can confirm the document issuer's requirements.

Q: Does a notary make my document legal or enforceable?

A: No. A notarization authenticates the notarial act; it does not independently make a document valid, legal, or accepted by every organization.

Q: My document will be used in another country. What about an apostille?

A: Tell us upfront. After notarization, some documents may need an apostille or authentication from the Texas Secretary of State for use abroad.

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Ready to book? Use this 30-second appointment brief.

Copy this into a text, email, or online inquiry so your quote and appointment plan can come together faster.

DOCUMENT TYPE / PURPOSE	_____
DATE & PREFERRED TIME	_____
APPOINTMENT ADDRESS	_____
SIGNER(S) / NUMBER OF SIGNATURES	_____
GOVERNMENT-ISSUED ID READY?	Yes / No / Need to discuss
WITNESSES REQUIRED?	Yes / No / Not sure
LOCATION DETAILS	Gate code, unit, room, parking, check-in, best contact
SPECIAL ACCESS OR TIMING	Mobility, facility rules, caregiver coordination, language needs
BEST CALLBACK NUMBER	_____

READY SCRIPT	<p>“Hi, I need a mobile notary appointment for...”</p> <p>...a [document type] with [number] signer(s) at [location] on [date/time]. The signer has [acceptable ID / need to discuss ID]. [Witnesses are / are not] required. My best callback number is [number].</p>
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Care & Signature Mobile Notary | Serving seniors, families, caregivers, and professionals with mobile notary service in the Greater Houston area and surrounding communities, based on availability.

Important Texas client notice & official resources.

This page keeps the fine print human - clear enough to protect you without needing a magnifying glass.

NOT LEGAL ADVICE

This guide explains the appointment process - not your legal document.

Care & Signature Mobile Notary is not a law firm and does not provide legal advice, prepare legal documents, select notarial certificates, or determine whether a document is legally sufficient.

What clients should remember

- **The document issuer or receiving organization decides what is required.** For questions about document wording, witnesses, signature format, due dates, filing, or acceptance, contact the lender, title company, attorney, government agency, employer, or organization receiving it.
- **Traditional mobile notarizations require personal appearance.** A signer cannot be notarized through a phone call or another person speaking for them. This guide covers in-person mobile appointments.
- **ID and signer readiness are non-negotiable safeguards.** If there is no acceptable ID, uncertainty about the signer's willingness, or a missing witness requirement, the appointment may need additional planning or rescheduling.
- **Notary guidance can change.** This client guide is a practical reference and does not replace the Texas Secretary of State's current guidance or advice from an attorney.

Official Texas references consulted

- Texas Secretary of State - Notary Public Educational Information (notary authority, identification, fees, recordkeeping, and prohibited acts).
- Texas Secretary of State - Frequently Asked Questions for Notaries Public (personal appearance, certificates, credible witnesses, public-record copies, and online/electronic notary distinctions).
- Texas Secretary of State - Apostille/Authentication of Documents (international document authentication and public-record guidance).

Official sources: sos.texas.gov | Client guide updated June 25, 2026.

CARE & SIGNATURE MOBILE NOTARY

**Clear preparation. Respectful service.
Confident appointments.**

Mobile Notary Services for Seniors, Families, Caregivers & Professionals