

The Trusted Signers

CONCIERGE NOTARY • LOAN SIGNING • RON

CLIENT KIT

Prepare for Your Signing

What to bring and what to expect — for every kind of appointment.

A signing goes smoothly when you arrive ready. Here's exactly what to have on hand, overall and for each kind of appointment.

Bring this to every signing

- ☐ A valid, government-issued photo ID for every signer (not expired)
- ☐ The name on your ID matches the name on your documents. Recently married, divorced, or changed your name? Tell us before the appointment.
- ☐ Your documents, unsigned — don't sign anything in advance
- ☐ Any reading glasses you need to review the documents
- ☐ A quiet 15–20 minutes without interruptions

Estate planning signings

Wills, trusts, powers of attorney, and healthcare directives often require witnesses. Let us know in advance if witnesses are needed and we'll coordinate qualified, impartial ones.

- ☐ Confirm whether your documents need witnesses
- ☐ Any witnesses you provide also need a valid photo ID
- ☐ Have all signers present at the same time
- ☐ Know who your named agents and executors are

Real estate & loan signings

- ☐ If you're married, both spouses may need to sign, even if only one is on the loan or title — confirm who needs to be present
- ☐ Confirm how you're bringing funds to closing (wire or cashier's check) with your title company ahead of time

- ☐ Allow extra time — loan packages can be lengthy
- ☐ Have a working pen and a clear, flat surface

Remote Online Notarization (RON)

For online signings on BlueNotary or Proof, you'll verify your identity and meet your notary on video.

- 1 Have your photo ID ready**
Front and back of a valid, government-issued ID.
- 2 Know your details for ID verification**
Name, date of birth, and last 4 of your SSN may be requested.
- 3 Use a device with camera & microphone**
A computer, tablet, or phone with a stable connection.
- 4 Find a quiet, well-lit space**
About 10–15 minutes, free of interruptions.

Apostille

- ☐ Confirm which country the document is going to
- ☐ Have the original document ready (some require recent issue dates)
- ☐ Note any deadlines so we can recommend a turnaround

Book your signing

thetrustedsigners.com • (561) 221-0616

ESTATE PLANS • REAL ESTATE • APOSTILLE • REMOTE ONLINE NOTARIZATION

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