## **Privacy Policy**

Privacy Policy Effective Date: 09/20/2025 iRemoteNotary ("we," "our," or "us") respects your privacy. This Privacy Policy explains how we collect, use, and protect your personal information when you use our website and remote online notary services. 1. Information We Collect - Contact details: name, email, phone. - Identification documents required for notarization. - Payment details (processed by secure third-party processors). - Technical data (IP, device, browser, cookies/analytics). 2. How We Use Information - To provide and complete notarization services. - To schedule sessions and deliver support. - To comply with Florida notary record-keeping requirements. - To improve site performance and service quality. 3. Sharing of Information - We do not sell or rent personal information. - We share data with vetted vendors that support ID verification, secure audio-video recording, storage, and payment processing. - We disclose information when required by law or valid legal process. 4. Data Security & Retention We use encryption and access controls. Notarial records (including audiovisual records) are retained in compliance with Florida law and applicable retention periods. 5. Your Rights You may request access, correction, or deletion of your personal information (subject to legal retention requirements for notarial records). 6. Children's Privacy Our services are not directed to children under 13. 7. Changes to This Policy We may update this Policy; the "Effective Date" reflects the latest version. 8. Contact Us Email: contact@iremotenotary.com Phone: 305-608-4003

## **Terms of Service**

Terms of Service Effective Date: 09/20/2025 These Terms govern your use of iRemoteNotary's website and remote online notary ("RON") services. By booking or using our services, you agree to these Terms. 1. Services We provide RON services in accordance with Florida law. We are not attorneys and do not provide legal advice. 2. Your Responsibilities -Provide valid, government-issued identification and complete credential analysis/KBA if required. - Ensure documents are final and ready for notarization. - Maintain a working device with camera/microphone, stable internet, and ability to upload documents. 3. Fees & Payments - Fees are disclosed prior to service and must be paid in full. - Additional charges may apply for after-hours, expedited, specialized (e.g., jail/hospital), or multi-document sessions. 4. Cancellations & Rescheduling - Please cancel/reschedule at least 24 hours in advance. - Missed or incomplete sessions due to client tech/ID issues may still incur fees. 5. Limitations of Liability We are not responsible for errors in your documents. Our total liability is limited to the amount paid for the specific notary session at issue. 6. Compliance & Recordings Sessions may be recorded and retained to comply with Florida RON requirements. 7. Governing Law These Terms are governed by the laws of the State of Florida. 8. Contact Email: contact@iremotenotary.com Phone: 305-608-4003

## **Contact Us**

Contact Us Contact iRemoteNotary We're here to help with fast, secure Remote Online Notarization. Phone: 305-608-4003 Email: contact@iremotenotary.com Hours of Operation: Mon–Sat: 8:00 AM – 9:00 PM EST Sun: By Appointment Available via email 24/7 Service Area: Based in Florida – Serving clients nationwide

## **Legal Disclaimer**

Legal Disclaimer The iRemoteNotary website is operated by a commissioned notary in the State of Florida. We are not attorneys licensed to practice law and cannot provide legal advice or accept fees for legal advice.