

A sample Affidavit of Notarization:

Affidavit Pursuant to Section 3(d) of  
An Act Providing For Virtual Notarization to Address Challenges Related to COVID-19

Name of Client/Principal: \_\_\_\_\_

I, \_\_\_\_\_, being a Notary Public commissioned to perform official acts pursuant to Article IV of the Amendments of the Constitution of Massachusetts [and an attorney licensed and in good standing in the Commonwealth of Massachusetts, BBO # \_\_\_\_\_][ and a paralegal under the supervision of \_\_\_\_\_, who is an attorney licensed and in good standing in the Commonwealth of Massachusetts, BBO # \_\_\_\_\_], hereby state under the pains and penalties of perjury that I conducted a videoconference notarization of documents on the \_\_\_\_\_ day of \_\_\_\_\_, 2020 in conformity with Chapter 71 of the Acts of 2020 of Massachusetts, using the following software, \_\_\_\_\_ and that the prescribed elements were as follows:

My physical location at the time of the videoconference: \_\_\_\_\_

Name of Principal(s): \_\_\_\_\_

Name of each Witness physically present with the Principal(s) (if any):  
\_\_\_\_\_

Name of each Witness participating in the videoconference from a location separate from the Principal(s) (if any) (“Remote Witness,” each also a “principal” pursuant to Chapter 71 of the Acts of 2020 of Massachusetts): \_\_\_\_\_  
\_\_\_\_\_

I received satisfactory evidence of the identity of the Principal(s), as follows: [personal knowledge] [inspection by videocamera of the front and back of the following government-issued identification document provided by the Principal followed by written evidence of such identification]:  
\_\_\_\_\_ ]

I received satisfactory evidence of the identity of the Remote Witness named \_\_\_\_\_ as follows: [personal knowledge] [inspection by videocamera of the front and back of the following government-issued identification document provided by the Principal]:  
\_\_\_\_\_ ]

I received satisfactory evidence of the identity of the Remote Witness named \_\_\_\_\_ as follows: [personal knowledge] [inspection by videocamera of the front and back of the following government-issued identification document provided by the Principal]:  
\_\_\_\_\_ ]

Each Principal and each Remote Witness verbally affirmed to me that he, she, or they were physically present within the Commonwealth, as stated in the document.

Each Principal and each Remote Witness verbally assented to the videoconference and to any recording of the videoconference, including the recording of audio.

I requested each Principal and each Remote Witness to inform me of the presence and identity of any other persons present with such Principal or such Remote Witness at the time of the execution of the documents. I was informed that the following persons were present and was informed that their relationship with such Principal or such Remote Witness is as set forth below (write "none" if none)

Name of Principal/Witness	Name of person present	Relationship

Documents notarized:

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Signed under seal this \_\_\_\_\_ day of \_\_\_\_\_, 2020

\_\_\_\_\_  
(signature of Notary Public)

A sample Self-Proving Affidavit, which is drafted to comply with the signing requirements of a will but can be adapted for any document that requires a Notary and witnesses:

EXECUTED BY VIDEOCONFERENCE PURSUANT TO “AN ACT PROVIDING FOR VIRTUAL NOTARIZATION TO ADDRESS CHALLENGES RELATING TO COVID-19”

*[Testator/Testatrix]*

I, \_\_\_\_\_, the [testator/testatrix], sign my name (or willingly direct another to sign for me) to this instrument this \_\_\_\_\_ day of \_\_\_\_\_, and being first duly sworn, do hereby declare to the Notary Public taking this oath that I sign and execute this instrument in the city/town of \_\_\_\_\_ and county of \_\_\_\_\_, in the Commonwealth of Massachusetts and that I sign and execute this instrument as my [will] and that I sign it willingly (or willingly direct another to sign for me), that I execute it as my free and voluntary act for the purposes therein expressed, and that I am 18 years of age or older, of sound mind, and under no constraint or undue influence.

\_\_\_\_\_  
[Testator/Testatrix]

*[Witness #1/ averment to be prepared on a separate, solo piece of paper numbered sequentially in the document so that it can be easily consolidated into the whole]*

I, \_\_\_\_\_, being in the city town of \_\_\_\_\_, in the Commonwealth of Massachusetts, a witness, sign my name to this instrument this \_\_\_\_\_ day of \_\_\_\_\_, being first duly sworn, and do hereby declare to the Notary Public taking this oath that I witnessed the [Testator's/Testatrix]'s signature to this instrument by videoconference in which \_\_\_\_\_ [print name of Witness #2] also was present, that the [Testator/Testatrix] signs (or willingly directs another to sign for [him] [her]) and executes this instrument as [his] [her] will and that [he] [she] signs it willingly (or willingly directs another to sign for [him] [her]), and that I, in the videoconference presence and hearing of the Testator and of \_\_\_\_\_ [print name of Witness #2], hereby sign this statement to the will as witness to the Testator's signing, and that to the best of my knowledge the Testator is 18 years of age or older, of sound mind, and under no constraint or undue influence.

\_\_\_\_\_  
Witness #1

*[Witness #2/ averment to be prepared on a separate, solo piece of paper numbered sequentially in the document so that it can be easily consolidated into the whole]*

I, \_\_\_\_\_, being in the city town of \_\_\_\_\_, in the Commonwealth of Massachusetts, a witness, sign my name to this instrument this day of \_\_\_\_\_, being first duly sworn, and do hereby declare to the Notary Public taking this oath that I witnessed the [Testator's/Testatrix's] signature to this instrument by videoconference in which \_\_\_\_\_ [print name of Witness #1] also was present, that the [Testator/Testatrix] signs (or willingly directs another to sign for [him] [her]) and executes this instrument as [his] [her] will and that [he] [she] signs it willingly (or willingly directs another to sign for [him] [her]), and that I, in the videoconference presence and hearing of the Testator and of \_\_\_\_\_ [print name of Witness #1], hereby sign this statement to the will as witness to the Testator's signing, and that to the best of my knowledge the Testator is 18 years of age or older, of sound mind, and under no constraint or undue influence.

\_\_\_\_\_  
Witness #2

*[Notarial certificate to be prepared on a separate, solo piece of paper numbered sequentially in the document so that it can be easily consolidated into the whole]*

The Commonwealth of Massachusetts

County of \_\_\_\_\_ *(county where the Notary Public is at the time of notarization)*

Subscribed, sworn to and acknowledged before me, a Notary Public commissioned to perform official acts pursuant to Article IV of the Amendments of the Constitution of Massachusetts [and an attorney licensed and in good standing in the Commonwealth of Massachusetts, BBO # \_\_\_\_\_] [and a paralegal under the supervision of \_\_\_\_\_, who is an attorney licensed and in good standing in the Commonwealth of Massachusetts, BBO # \_\_\_\_\_], being physically present in the county of \_\_\_\_\_, Commonwealth of Massachusetts witnessed by videoconference, in conformity with Chapter 71 of the Acts of 2020, by \_\_\_\_\_, the Testator/Testatrix, and subscribed and sworn to before me by \_\_\_\_\_ [Witness #1], and \_\_\_\_\_, [Witness #2], this \_\_\_\_\_ day of \_\_\_\_\_, 2020.

(Signed) \_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_  
My stamp and seal have been applied this \_\_\_\_\_ day of \_\_\_\_\_, 2020, following  
the receipt of all original counterparts of this instrument.

(Seal)

(Signed) \_\_\_\_\_  
Notary Public

My commission expires: \_\_\_\_\_