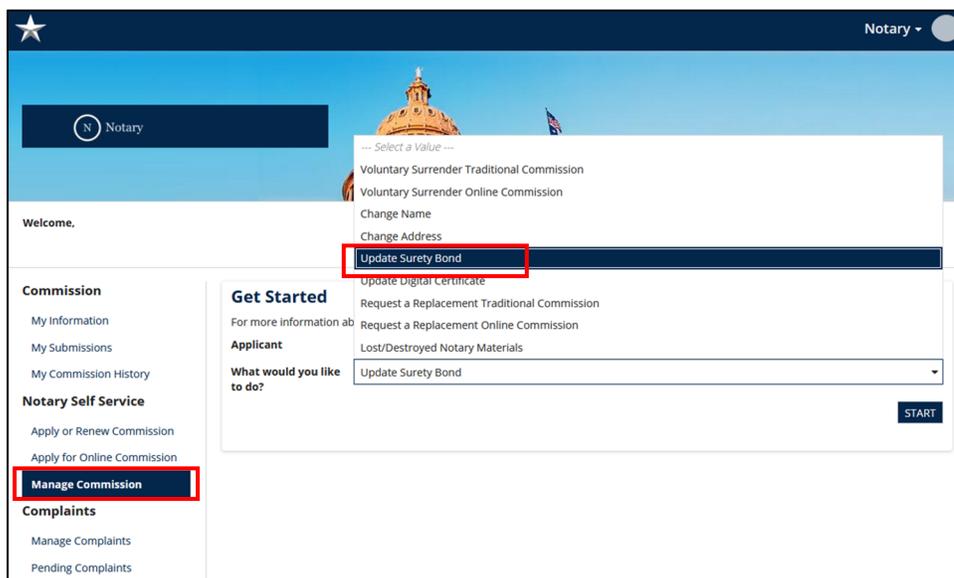5. Confirm your understanding of the **Execution** statement by typing your full legal name into the Signature box provided and click **Submit**.

Update Surety Bond

If you wish to update the surety bond for your commission, you can do so by following the steps below.

1. Click **Manage Commission** from the Notary Self Service options.

2. At the prompt, **What would you like to do?** Select the **Update Surety Bond** option and click **Start**.

3. At the top of the **Bond** page, **Upload** your Proof of Bond form by either clicking the Upload button or selecting the file on your computer or drag/drop the file into the space provided on the screen.
Important: You must upload a completed and easy to read copy of Form 2301B with a signature from an authorized person of the surety agency. Complete the Agency Name and Address information and enter your **Bond Date,** and click **Next**.

4. Carefully review your entries to assure the accuracy of the **New Bond** information, and click **Submit**.