

Mobile Notary and Document Concierge Service

After-Hours / Emergency Notary:

Evening

Holiday

Immediate/Rush

Same-Day

Weekend

Business Mobile Notary:

Business affidavits

Contract acknowledgments

Customer document appointments

Document copying

Document pickup/drop-off

Document scanning

Employee document appointments

Mobile I-9 authorized-representative appointments when requested by an employer

Overnight shipping drop-off

Scheduled weekly notary visits

Vendor documents

Copy Service:

Business-record copies

Certified-copy services only where your authority actually permits

Complete signing-package copies

Document copies

Extra signed copies

ID copies where appropriate

Document Pickup & Delivery:

Deliver sealed documents without reviewing contents

Deliver to accountant

Deliver to attorney

Deliver to authorized government office

Deliver to business

Deliver to customer

Deliver to title company

Document Courier

Pick documents up from client

Return completed documents

Document Rescue Service:

Drop original in overnight shipping

Email it

Make copies

Perform lawful notarization

Print it

Receive document electronically

Scan completed document

Travel to customer

Hospital / Nursing Facility Notary

Assisted-living visits

Copies for family members

Delivery/drop-off afterward if requested

Evening appointments

Family coordination

Hospital-room visits

Nursing-home room visits

Printing documents before arrival

Same-day appointments when available

Scanning completed documents

Weekend appointments

Witness coordination when appropriate

Notarization Appointments for:

Acknowledgments

Adoption-related paperwork

Affidavits

Bills of sale

Business documents

Certified statement/affidavit packages where applicable

Contracts requiring notarization

Court-related documents

Deeds presented to you already prepared

Employment documents

Estate documents presented already prepared

Financial documents

Medical documents requiring notarization

Name-change paperwork

Parental consent documents

Powers of attorney presented already prepared

Property documents

School documents

Sworn statements

Title-related documents

Travel-related documents

Vehicle-related documents

Miscellaneous Sales:

ATV/UTV sales

Boat sales

Facebook Marketplace vehicle sales

Farm equipment sales

Motorcycle sales

Trailer sales

Mobile Scan-Back Service:

Check scan for readability

Combine multiple pages

Create PDF

Email to authorized recipient

Email to customer

Name file appropriately

Provide digital copy before leaving

Scan entire completed package

Upload to client-designated portal where appropriate

Overnight Shipping Drop-Off

Document Return Service

Drop at UPS/FedEx authorized location

Photograph/record tracking receipt

Place documents in envelope

Prepare customer-provided shipping label

Send tracking number to client

Printing Service:

Add tabs/sticky flags if needed

Bring multiple copies

Bring return copies

Bring signing copies

Bring witness copies

Organize pages

Print black-and-white documents

Print color documents

Print double-sided

Print legal-size documents

Print single-sided

Private Auto Sale Service:

Copy completed paperwork for buyer

Copy completed paperwork for seller

Copy driver's licenses when requested/permissible

Document-delivery service if needed

Meet buyer and seller

Notarize documents requiring notarization

Organize final document packet

Print paperwork supplied by parties

Private Vehicle Sale Document Appointment

Provide envelopes/folders

Scan completed paperwork

Senior Document Concierge:

Copies

Document organization

Family copies

Follow-up documentation

Mailing

Mobile visit

Notarization

Printing

Scanning

Secure delivery

Witness coordination

Service Locations:

Accounting offices

Assisted-living facilities
Attorney offices
Auto dealerships
Banks
Businesses
Coffee shops/public meeting locations
College campuses
Construction sites
Farms
Hospice locations
Hospitals
Hotels
Jails/correctional facilities where access is permitted
Nursing homes
Personal homes
Private vehicle-sale locations
Real-estate offices
Rehabilitation facilities
Restaurants
Senior communities
Title companies

Small-Business Document Day:

Copies
Courier deliveries
Document organization
Employee forms
File cleanup
I-9 authorized representative work
Notarizations
Scanning
Shipping

Witness Coordination:

Confirm arrival

Coordinate independent adults

Determine from the document/customer's legal professional how many witnesses are required

Obtain signatures as appropriate

Provide copies

Scan final document

Schedule everyone