THE NOVEMBER 2026 NEWSLETTER • Virginia Association of Notaries

NATIONAL NOTARY WEEK

NOVEMBER 1–7, 2026

VIRGINIA ASSOCIATION OF NOTARIES
EST 2023

CELEBRATING VIRGINIA NOTARIES

EDUCATE • EMPOWER • SERVE

National Notary Public Day is Saturday, November 7 — the one day of the year that is just for notaries!

25% OFF

Code: **ntlntr26** • One-year or four-year membership

Celebrate with us • p.4 | We've been busy • p.6 | Stay safe tips • p.8

Let the celebration begin!

vanotaryassoc.org

A Message from Our President

PRESIDENT'S CORNER



Kimberly B. Wright,
Interim President

"Our strength starts with us."

Hello, VAN family! Happy National Notary Week!

Autumn is here, and the Virginia Association of Notaries is moving forward with incredible momentum. This year tested us, and we answered by showing up - for each other and for every notary across the Commonwealth who counts on us. Our leadership team extends a heartfelt thank you for your vital feedback on our journaling guidelines and your continued commitment to implementing correct procedures under Virginia notarial law and best practices.

Following our vibrant Library Campaign Meet & Greets this past September, I am deeply invigorated by the connections we made across Virginia counties. We also thank everyone who attended our webinars! We strongly encourage all notaries to join these virtual sessions and in-person meet-and-greets to build community, connect with peers, and receive real-time guidance on complex scenarios.

Our outreach also extended to key industry partners. A big shout-out to the Roanoke Valley Paralegal Association for inviting VAN to speak at their September Lunch & Learn, where Juanita Little-Lyons represented VAN beautifully. In October, VAN attended the Virginia Land Title Association (VLTA) annual convention, a reminder that continuous professional development and cross-industry collaboration are the cornerstones of a trusted notary network.

Ultimately, our strength starts with us. VAN exists to serve Virginia notaries, and we take great pride in being a resource you can trust - steady, accurate and here for you. I am incredibly proud of our committees and board, who have worked tirelessly to bring VAN back stronger than ever. I look forward to everything we will accomplish together in the months ahead and extend my sincere thanks for your continued commitment to excellence!

With gratitude -
Kimberly B. Wright, Interim President

Invite VAN to Speak!

Interested in having VAN speak at your organization's next meeting, event, or lunch and learn? Contact vanpr@vanotaryassoc.org. Sessions may qualify for CEUs.

MEET OUR NEW SECRETARY



Welcome, Adrea Marshall

Adrea Marshall is a partner at Marshall & White, PC in Washington, D.C., with more than 18 years of experience in business and corporate law, banking, commercial real estate and civil litigation. She is a Virginia and D.C. notary, a Virginia e-notary and a loan signing agent, and serves on several boards where she champions accurate record keeping and clear policies.

Welcome to the board, Adrea! We're so glad to have your legal expertise and your commitment to accurate record keeping on our team.

HAPPY NOTARY PUBLIC DAY

SATURDAY, NOVEMBER 7

Celebrate with VAN!

ROANOKE

National Notary Day Library Drop-In Event
Roanoke Library, Teen Room,
706 S Jefferson Street SE,
Roanoke, VA 24016 • 12:00 PM – 2:00 PM
Hosted by VAN

GOOCHLAND

POSTPONED: NEW DATE COMING SOON
National Notary Day Celebration & 2026 Notary Awards Ceremony
Due to loss in our host family, this event has been postponed. Please keep them in your thoughts and prayers during this difficult time. A new date will be announced soon. Thank you for your patience and understanding.

At each event: VAN goodie bags (while supplies last) and discounted VAN memberships



SPECIAL DRAWINGS:

Roanoke Drop-In: Register for a chance to win a $100 Loan Signing Agent Starter Kit!
Goochland Celebration (postponed): A chance to win a $100 Loan Signing Agent Starter Kit **PLUS** a one-year VAN membership!
You must be present to win!

REGISTRATION & NOMINATIONS

Registration and nominations for the Goochland celebration and 2026 Notary Awards will reopen when the new date is announced. Thank you for your patience and understanding.

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WHERE VAN IS HEADED NEXT

GOODIE BAGS

At every Library Meet & Greet: hand sanitizer, a tech notebook, an oath card and a UV light for checking IDs (while supplies last)!

NOV 18–19

Chesterfield County Library System 2026 Annual Library Training Sessions. VAN was invited to speak; Juanita Little-Lyons and Kim Wright will represent VAN.

SILVER SPONSOR

Roanoke Valley Paralegal Association 2026 Evening with the Judges. VAN is a proud Silver Sponsor, represented by Juanita Little-Lyons. It's such an honor and we couldn't be more excited!

Mark Your Calendar

Our Library Meet & Greets are relaxed, drop-in events. Come by when it suits your schedule, meet the VAN team, connect with fellow notaries, and bring your questions. We'd love to get to know you!

FRI, NOV 6 · 12–2 PM
Waynesboro Library Meet & Greet, 600 S. Wayne Ave., Waynesboro

SAT, NOV 7 · 12–2 PM
Roanoke Library Meet & Greet, Teen Room, 706 S. Jefferson St., Roanoke

POSTPONED · NEW DATE COMING SOON
Goochland Library: National Notary Day Celebration & 2026 Notary Awards Ceremony, hosted by Your S.E.A.L. Academy & MNBS (see p.4).

TUE, NOV 10 · 5–7 PM
LaPrade Library Meet & Greet, 9000 Hull Street Rd., Richmond

WED, DEC 2 · 5–7 PM
North Courthouse Road Library Meet & Greet, 325 Courthouse Rd., Richmond

Join us and register for a chance to win a $100 Loan Signing Agent Starter Kit! You must be present to win!

Details at vanotaryassoc.org/calendar

WE'VE BEEN BUSY!

LIBRARY TOURS

Meet & greets in Fairfax County (Sept 6 & Oct 10), Middleburg, Fluvanna and Charlottesville.

SEPT. TRAINING

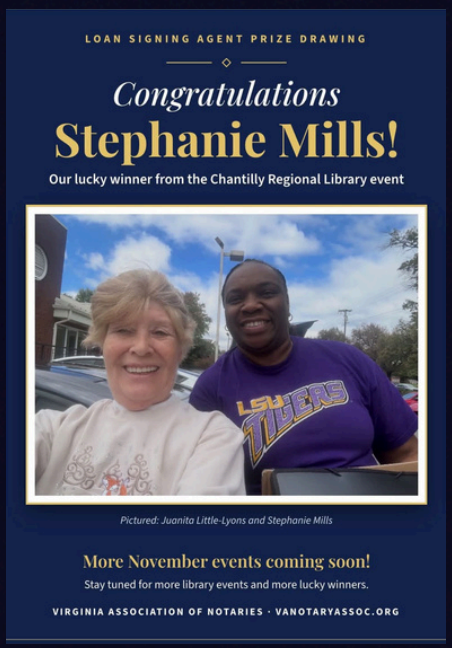
- Sept 22 — Recognizing Duress and Coercion with Derrick Spruill
- Sept 29 — Remote online notarization with Joey Smith, VP of BlueNotary
- Juanita Little-Lyons spoke at the Roanoke Valley Paralegal Association Lunch & Learn on the new notary mandates

OCT. TRAINING

- Oct 3 — Virginia Documents & the Apostille Certificate with Fabiola Mendoza
- Oct 13 — Avoiding the Trap: Understanding UPL with Derrick Spruill (see page 11)
- Oct 27 — Determining Your Profit Margin with Juanita Little-Lyons
- VAN exhibited at the VLTA convention (page 7)

RECAP · HELD OCT 27





Stronger Together. Serving Virginia with Excellence.

vanotaryassoc.org

VAN AT VLTA 2026

Juanita Little-Lyons represented VAN at the Virginia Land Title Association annual convention in Roanoke, building ties with the legal and real estate community.







Congratulations, Rose Hall!

VAN volunteer and title agent Rose Hall received the VLTA 2026 Ronald Donn Award!

MOBILE NOTARY SAFETY · THE CLOCKS HAVE FALLEN BACK

STAYING SAFE AS THE DAYS GET SHORTER

Standard time began Sunday, November 1, and darkness now arrives before dinnertime. For mobile notaries that means more travel, unfamiliar neighborhoods and client meetings after dark. Your physical security is as critical as your legal compliance. We want every Virginia notary to stay safe!

01 MASTER YOUR ENVIRONMENT

Meet clients in well-lit, public settings — restaurants, libraries, open office spaces. If a home visit is necessary, park in a well-lit area close to the entrance and avoid driveways where you could accidentally be blocked in.

02 THE "KEYS-IN-HAND" HABIT

Never spend time fumbling through a bag or briefcase while walking to or from your vehicle. Have your car keys out and ready in your hand before you step outside.

03 KEEP GEAR ORGANIZED

A disorganized notary is a distracted notary. Keep your smartphone, required notary journal, and official stamps secured in a single, easy-to-carry bag so your hands stay as free as possible.

04 LIGHT YOUR PATH

Carry a reliable light for inspecting dark walkways, verifying house numbers and staying aware of your surroundings. Your phone's light works in a pinch.

Stay alert. Stay visible. Stay safe!

LEGISLATIVE & COMPLIANCE CORNER

NAVIGATING NEW STANDARDS, PROTECTING YOUR BUSINESS

JOURNAL LAW ENFORCEMENT

As a reminder, the strict notary journal laws that took effect July 1, 2026, remain a critical component of your daily operations. Ensure every notarial act is recorded thoroughly to maintain compliance.

HB 163 & SEAL REQUIREMENTS

House Bill 163, signed in April 2026, requires notaries to show proof of commission before buying an official seal or stamp and to keep that proof for five years. Every Virginia notarial certificate must still contain the seven items listed in the Notary Handbook, including a photographically reproducible seal.

PROACTIVE HANDBOOK OVERSIGHT

To mitigate risks for independent notaries and employers alike, VAN conducts regular reviews of the Virginia Notary Handbook. We track any unannounced state-level adjustments or discrepancies between the handbook text and the Code of Virginia to help you stay current.

EDUCATION & TRAINING

PREPARING FOR 2027 TRAINING MANDATES

2027 MANDATES

Starting July 1, 2027 (HB 163/SB 316), new and renewing notaries must complete a training course and exam. VAN is preparing resources to help members get ready.

CHOOSING YOUR TOOLS

Practicing Remote Online Notarization or exploring a specialty like trust delivery? Choose a platform that meets Virginia's electronic notarization standards, and train with reputable providers.

WEBINARS & ROUNDTABLES

Keep an eye on our calendar for upcoming events. These sessions are completely free for VAN members.

WE ARE NOT ATTORNEYS AND DO NOT PROVIDE LEGAL ADVICE



IMPORTANT NOTICE FOR VIRGINIA NOTARIES

Renewing Early in the Year? Timing Is Everything.

If your notary commission expires in January, February or March, wait until the new year begins to submit your renewal application.

JAN	FEB	MAR
Commission expires?	Commission expires?	Commission expires?

✗ DON'T apply too early

If your application is approved before January, your new commission will expire one year earlier than you expect.

✓ DO wait for the new year

Submit your renewal application after the new year begins so your new commission does not expire a year early.

Questions about your commission? Contact the Office of the Secretary of the Commonwealth at (804) 692-2536.

We are not attorneys and do not provide legal advice

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Know Your Boundaries · Unauthorized Practice of Law

“Can you just help me fill this out?”

In October, guest host Derrick Spruill, author of Notary Law & Liability, joined VAN to break down where the line really is, and what happens when good intentions cross legal boundaries. Here’s what every Virginia notary should keep in mind.

✓ A notary CAN

- Verify the signer’s identity and willingness to sign
- Perform the notarial act the signer requests
- Complete the notarial certificate accurately
- Record every act in your journal
- Refer signers with legal questions to an attorney

✗ A notary CANNOT

- Choose the type of notarization for the signer
- Draft, prepare or fill in a document’s legal content
- Explain a document’s legal meaning or effect
- Advise which form to use or how to word it
- Imply they can offer legal advice or legal services

Try saying: “I’m not able to advise you on that, but an attorney can. Once you know what you need, I’m happy to notarize it.”

Knowing your boundaries isn’t limiting your business — it’s the ultimate protection for it.



We are not attorneys and do not provide legal advice

MEMBER SPOTLIGHT

LATONYA WALLACE-CONYERS

Co-Founder, VAN · The Traveling Notary-VA, LLC · Williamsburg



We're thrilled to spotlight VAN Co-Founder LaTonya Wallace-Conyers, a powerhouse entrepreneur and Williamsburg community pillar who built one of Hampton Roads' most trusted mobile notary businesses from the ground up.

5000+	20 yrs	2022
Successful signings completed	Corporate HR & administration	Homebased Business of the Year

THE ULTIMATE NOTARY HUSTLE

After 20 years in HR and operations management, LaTonya founded The Traveling Notary-VA, LLC, named the Greater Williamsburg Chamber's 2022 Homebased Business of the Year. She is a Certified Notary Signing Agent, E-Notary and licensed Virginia title insurance producer.

PREMIER OFFERINGS

+ **Training/Mentoring —** for new, established, employer and bank notaries.
+ **Apostille services —** document authentication and international runner services.
+ **General mobile notary** — Real Estate Closings, Estate Planning, or any documents needing notarization.

A PILLAR OF THE COMMUNITY

A devoted wife and mother, LaTonya serves her church as a marketing strategist and is a graduate of the LEAD Greater Williamsburg Leadership Program.

Thank you, LaTonya, for your dedication to excellence and for representing VAN so brilliantly.

Celebrating Our VAN VIP!

KNOW A MEMBER WE SHOULD FEATURE? · VANPR@VANOTARYASSOC.ORG

In Loving Memory

Sandy Ames

Co-Founder • Board Member • Newsletter Editor & Blog Writer



The VAN blog is back, and we are dedicating it to the woman who built it.

Sandy Ames co-founded VAN, helping envision a professional association for Virginia notaries and bringing together the team that built it. As a devoted board member, she gave herself fully to our organization from its earliest days, and she ultimately found the role closest to her heart: writer and editor of our newsletter and author of our blog. Her passion for keeping Virginia notaries informed helped shape who we are today.

She believed that a well-informed notary is a trustworthy notary. Through every article she wrote, she gave our members the knowledge to serve the public with confidence and integrity. We miss her deeply.

In her honor, we are proudly reviving the VAN blog so that her mission of educating notaries through news continues.

Have a memory of Sandy to share? We would love to hear it at membership@vanotaryassoc.org.

Her love and passion for educating notaries will live on.

vanotaryassoc.org/news

JOIN THE CELEBRATION

CELEBRATING VIRGINIA NOTARIES
SERVICE, STRENGTH & COMMUNITY

25% OFF

One-year or four-year membership · November 1–7

Code: ntlntr26

(enter in all lowercase)

WE HAVE A NEW PHONE NUMBER!

NEW: 804-481-1500

Calls go to voicemail. Leave your name, number and reason for calling, and we'll call back within 1 business day.

vanotaryassoc.org

membership@vanotaryassoc.org

vanpr@vanotaryassoc.org

VIRGINIA ASSOCIATION OF NOTARIES — EST 2023

VAN is a professional membership association, not the Office of the Secretary of the Commonwealth, and does not provide legal advice; for commission matters call the Commonwealth at (804) 692-2536.

Thank you for serving the public!

Stay Informed. Stay Protected. That's the VAN Way.

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