

**From:** Arnold, Linda  
**To:** [SoS Rulemaking](#)  
**Subject:** Written comments - proposed notary rules - 4/17/18 hearing  
**Date:** Saturday, April 14, 2018 4:21:41 PM

---

Would you please clarify the language changes with regard to the Journal exception that currently reads and is found in C.R.S. 12-55-111(3)(a): Subsection (1) of this section *shall not apply to any document or electronic record where the original or a copy of such document or electronic record contains the information otherwise required to be entered in the notary's journal and such original or copy or electronic record is retained by the notary's firm or employer in the regular course of business.*

The new statute language reads: 24-21-519(10)(c): Instead of maintaining a journal as required by subsection (1) of this section, a notary public may maintain the original or a copy, including an electronic record, of a document that contains the information otherwise required to be entered in the notary's journal if the notary's firm or employer retains the original, copy, or electronic record in the regular course of business.

In the course of my employment as a Police Service Representative with the City of Colorado Springs, the vast majority of items notarized are legal documents such as Probable Cause Affidavits and E-Warrants that are signed by police officers of the Colorado Springs Police Department in my presence. Of approximately 98% of the documents notarized, I have also typed the document for that same officer. All of those signed documents become part of a legal case and are retained by the District Attorney's office, Colorado Springs Police Department, and the Court. We also notarize "Ride-Along" applications by citizens where we verify and make a copy of their photo ID. Those items are retained by the Department for one year. Anything I notarize outside of those circumstances, such as a citizen who may come in to the police station to request notary services for a document or a personal item for an officer, sign my notary book.

Please clarify if in my situation how our process (there are 28 PSRs with the City of Colorado Springs Police Department) needs to change to accommodate the new language. It doesn't make a lot of sense for the notary to retain a copy of the legal document we are notarizing for officers when it is part of a legal record retained by the District Attorney, Colorado Springs Police Department, and the Court. If however we are now required to retain a copy, would that be a scanned, signed copy or just the rough draft prior to signature?

Thank you!

*Very Respectfully,*  
*Linda Arnold*  
*Colorado Springs Police Department*  
*Police Service Representative (PSR)*

