

# Manual Signature Form

---

## Certificate of Filing of Manual Signature of Public Official

You may either fill out pdf online or print blank form, print or type the requested information and mail it to:

Manual Signatures,  
Office of the Secretary of State  
16 Francis Street, Annapolis, Maryland 21401

For assistance, call: (410) 974-5521 x3863 or [e-mail](#) your question to us.

---

Pursuant to the Maryland Uniform Facsimile Signature of Public Officials Act, being Sec. 2-301 through 2-306 of the State Finance and Procurement Article of the Annotated Code of Maryland,

I, \_\_\_\_\_, duly elected/appointed (circle one) and qualified \_\_\_\_\_ of the State of Maryland do Hereby Certify that the signature immediately following this certificate is my true and proper manual signature.

\_\_\_\_\_  
Signature

---

State of Maryland

County of \_\_\_\_\_

I Hereby Certify that on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, before me the subscriber, a Notary Public, duly appointed, commissioned, and qualified in and for the State of Maryland, and having authority by law to administer oaths therein, personally appeared \_\_\_\_\_ who made oath in due form of law, that he/she is the present incumbent of the above-mentioned office, that he/she is duly authorized by the laws of the State of Maryland to execute all those activities pertinent to the position and that the signature immediately following the foregoing Certificate is his/her true and proper manual signature.

**WITNESS** my hand and Notarial Seal.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My commission expires on the above date.