



## Ohio Administrative Code Rule 111:6-1-06 Complaints.

Effective: June 10, 2025

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Any person may submit a complaint alleging that a notary public has violated one or more of the provisions of Chapter 147. of the Revised Code. The complaint shall be submitted to the secretary of state on a form prescribed by the secretary of state. The form shall be made available on the secretary of state's website or by contacting the business services division of the secretary of state's office. The complaint must include:

- (A) The name of the notary public;
  - (B) The notary public's commission number, if known;
  - (C) An explanation of the reason for the complaint and, if known, the citation of each statutory provision which the notary public is alleged to have violated;
  - (D) A copy of each document related to the matter; and
  - (E) The name, phone number, address, email address and signature of the person submitting the complaint.
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