



# COUNTY OF SAN DIEGO

**ERNEST J. DRONENBURG, JR.**  
**ASSESSOR/RECORDER/COUNTY CLERK**

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## ASSESSOR'S OFFICE

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## RECORDER/COUNTY CLERK'S OFFICE

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TO: Recorder/County Clerk Document Recording Customers  
FROM: Val Wood, Chief Deputy Recorder/County Clerk  
DATE: May 5, 2020  
SUBJECT: Electronically Signed and Notarized Acceptance Policy

This memo is to inform San Diego County Recorder/Clerk customers about our policy on the acceptance of electronically signed and notarized documents.

Our Department will accept electronically signed and notarized documents, including RON (Remote Online Notary) if the following conditions are met:

1. The acknowledgment is taken in accordance with the law of the State where the acknowledgment is made per California Civil Code 1189(b).
  - a. As these notary laws are rapidly changing rapidly, our office refers to the National Notary Association's new law database for the most current information located here <https://www.nationalnotary.org/knowledge-center/news/law-updates>
2. The electronically signed and notarized document is submitted electronically through SECURE and the submitter has completed and returned the new MOU released to all existing customers on March 30, 2020.

Any electronically signed and notarized document that is printed and submitted as paper would be subject to further review for compliance with Government Code 27201(b)(1) which requires an original signature.

California Law does not currently provide the authority for California Notaries Public to perform a remote online notarization. The personal appearance of the document signer is required before the notary public.

If you have Recording questions, please contact our office through email at: [ARCCSDE-RecordHelp.FGG@sdcounty.ca.gov](mailto:ARCCSDE-RecordHelp.FGG@sdcounty.ca.gov) or by phone at: (619) 238-8158.