

NOTARIES PUBLIC ACT, 2017-09

Arrangement of Sections

1. Short title
2. Interpretation
3. Certain officers to be notaries public
4. Notarial duties
5. Duty to affix seal
6. Fees for notarial services
7. Duty to record
8. Power to amend Schedules

FIRST SCHEDULE

NOTARIES PUBLIC

SECOND SCHEDULE

FEES FOR NOTARIAL SERVICES

THIRD SCHEDULE

NOTARIAL ACTS BOOK

BARBADOS

I assent
ELLIOTT F. BELGRAVE
Governor-General
24th February, 2017.

2017-09

An Act to provide for notaries public.

[Commencement: 6th March, 2017]

ENACTED by the Parliament of Barbados as follows:

Short title

1. This Act may be cited as the *Notaries Public Act, 2017*.

Interpretation

2. In this Act,

“Minister” means the Minister responsible for notaries public.

Certain officers to be notaries public

3. Any person holding or acting in a public office specified in the *First Schedule*, shall be *ex-officio* a notary public for Barbados and shall be entitled to exercise generally all the functions of a notary public.

Notarial duties

4. A person authorised under this Act to be a notary public

(a) shall have the rights and discharge the duties appertaining to the office of Notary Public; and

(b) may perform any notarial services specified in the *Second Schedule*.

Duty to affix seal

5. Every notary public entitled to practise under this Act shall have a seal which he shall impress upon all documents issued by him in the exercise of the functions of a notary public.

Fees for notarial services

6.(1) A notary public shall charge the applicable fee prescribed in the *Second Schedule* for the performance of the duties of his office.

(2) All fees collected by a notary public in the exercise of notarial functions shall be paid by him into the Consolidated Fund.

(3) No fee is payable to a notary public in respect of any matter relating to the Crown or to any Ministry or Department of Government.

Duty to record

7. Every notary public shall keep and maintain a book called a “Notarial Acts Book” which shall be in the form set out in the *Third Schedule* and in which shall be recorded the details of every notarial act performed by him.

Power to amend Schedules

8. The Minister may amend any of the *Schedules* to this Act.

FIRST SCHEDULE*(Section 3)***NOTARIES PUBLIC**

- (a) Solicitor-General
- (b) Deputy Solicitor-General
- (c) Permanent Secretary in the Ministry responsible for Foreign Affairs
- (d) Permanent Secretary in the Ministry responsible for Home Affairs
- (e) Permanent Secretary in the Ministry responsible for International Business
- (f) Permanent Secretary in the Office of the Attorney General
- (g) Deputy Permanent Secretary in the Ministry responsible for Foreign Affairs
- (h) Deputy Permanent Secretary in the Ministry responsible for Home Affairs
- (i) Deputy Permanent Secretary in the Ministry responsible for International Business
- (j) Deputy Permanent Secretary in the Office of the Attorney General
- (k) Supervisor of Insolvency

SECOND SCHEDULE*(Sections 4,6)***FEEES FOR NOTARIAL SERVICES**

NOTARIAL SERVICES	FEEES
Issue of a notarial certificate	\$50.00
Certification of exhibits	\$10.00 per exhibit
Affixing notarial seal	\$50.00 per seal
Witnessing the execution of any document	\$20.00
Attestation of any document	\$50.00
Administering of oaths or affirmations	\$50.00
Presenting and noting protest on Bill of Exchange or promissory note	\$50.00
Extending protest on Bill of exchange or promissory note	\$50.00
Minuting or noting ship protest	\$25.00
Extending ship protest according to complication and length	\$50.00
Furnishing copy of extended protest	\$20.00
Declaration to ship protest for the Master and each additional declarant	\$50.00

THIRD SCHEDULE

(Section 7)

NOTARIAL ACTS BOOK

Nature of Notarial Act	Date of Notarial Act	Title and date of document	Names of party or parties to the document	Name of person whose signature has been verified	Fee charged