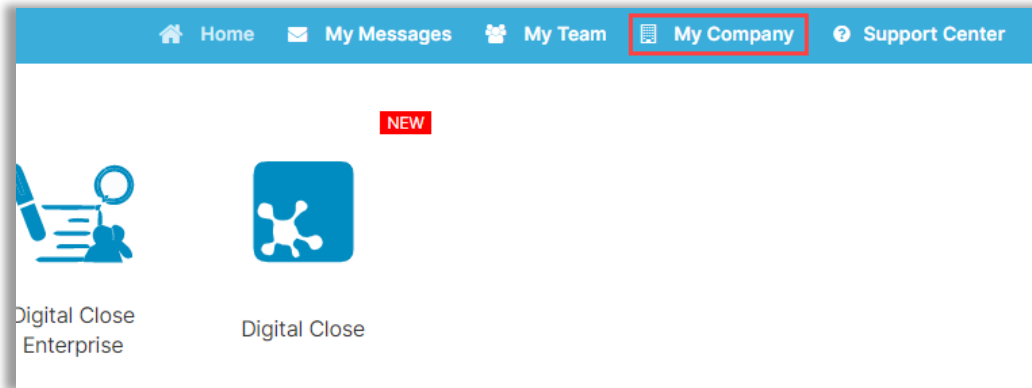




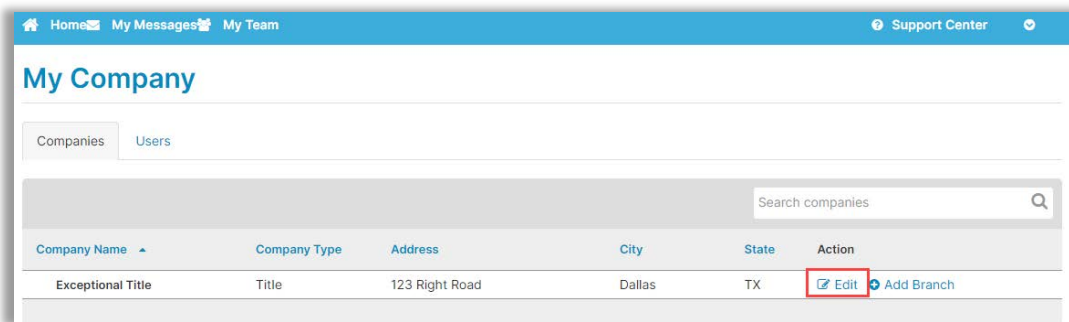
Removing an eNotary

Log in to Pavaso and select **My Company**.

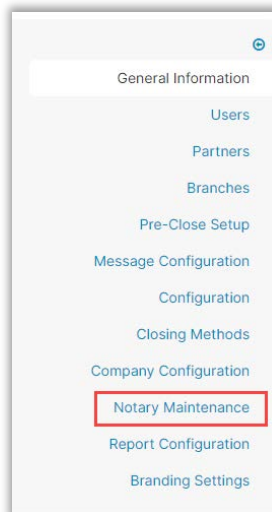
Note: Only available to Company Administrators.



Select **Edit**.



Select **Notary Maintenance**.





Select **Remove Association**.

User	Is Company User	Billing Request Status	Date Added to Pavaso	Billing Effective Date	Billing Expiration Date	States(s)	Auto-renew	Actions
Testing Resend testresend@mailinator...	✓	New Request show message	11/18/2022				<input type="checkbox"/>	Approve Reject
Pat Closer patcloser@mailinator....	✓	Active	05/25/2022	05/25/2022	05/25/2023	TX	<input type="checkbox"/>	Remove Association

Confirm you want to remove them by selecting **Yes**.

Confirmation

?

This removes the notary from your company's authorized list of notaries. Are you sure you want to do this?

Pavaso Support

Support Hours: <https://pavaso.com/contact/>

Phone/ Closing Hotline: (866) 288-7051

Email: support@pavaso.com

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