



Log in to your Pavaso account.
Select **My Company**.
Note: Only available to Company Administrators.


Home

My Messages

My Team


My Company

Support Center



Digital Close Enterprise

NEW



Digital Close

Select **Edit**.

Home

My Messages

My Team

Support Center

My Company

Companies

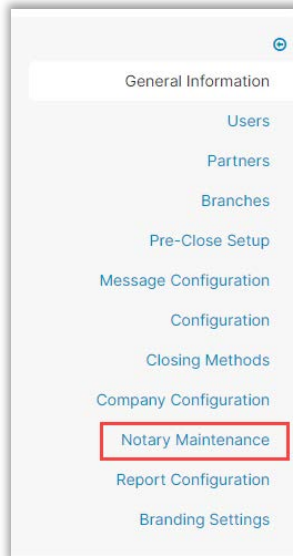
Users

Search companies

Company Name	Company Type	Address	City	State	Action
Exceptional Title	Title	123 Right Road	Dallas	TX	<div><div>Edit</div><div>Add Branch</div></div>



Select **Notary Maintenance**.



Select **Approve** or **Reject**.

Notary Admin									
Search Notary									
User	Is Company User	Billing Request Status	Date Added to Pavaso	Billing Effective Date	Billing Expiration Date	States(s)	Auto-renew	Actions	
Marc Title marctitle@mailinator.c...		New Request show message	12/02/2022			TX	<input type="checkbox"/>	Approve	Reject

Pavaso Support

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

Phone/ Closing Hotline: (866) 288-7051

Email: support@pavaso.com

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