

CAYMAN ISLANDS



Supplement No. 7 printed with Gazette No. 3 of 1983

THE NOTARIES PUBLIC LAW, 1982

(LAW 13 OF 1982)

8
Passed the Legislative Assembly the 9th day of December, 1982.

CAYMAN ISLANDS

PETER LLOYD
President

LAW 13 of 1982

I assent

WENDY A. LAUER
Acting Clerk of the Legislative Assembly

PETER LLOYD
GOVERNOR
21 st. January 1983

**A LAW TO REPEAL AND REPLACE
THE NOTARIES PUBLIC LAW
(CAP. 110)**

ENACTED by the Legislature of the Cayman Islands.

Short title and commencement .	
Interpretation .	
Cap. 110 .	
Authorization of appointment .	
Registration of notaries public .	

1. This Law may be cited as the Notaries Public Law, 1982 and shall come into force on the first day of January, 1983.
2. In this Law, unless the context otherwise requires –
“Clerk” means the Clerk of the Grand Court;
“repealed Law” means the Notaries Public Law repealed by section 14;
“Register” means the register of Notaries Public established by section 5.
3. The Governor may authorize any person who has applied in writing to the Attorney-General in the Form in the First Schedule to be appointed by the Clerk as a notary public.
- 4.(1) Every practising notary public who was appointed under the repealed Law shall, upon written application by him being made to the **Clerk** within three months of the coming into force of this Law and upon complying with the requirements of subsection (3), be appointed as a notary public under this Law.

(2) Every person in respect of whom the Governor has given an authorization under section 3 shall, upon written application to the Clerk and upon complying with the requirements of this section, be appointed a notary public.

(3) The Clerk shall not register any person who has applied under subsection (1) or (2) unless the person shall first have –

- (a) taken before the Clerk the form of oath prescribed in the Second Schedule;
- (b) deposited with the Clerk an impression of the embossed notarial seal to be used by him in his capacity as a notary public, which seal shall be substantially in the form prescribed in the Third Schedule; and
- (c) paid to the Treasury the sum of one hundred dollars and produced the receipt of such payment to the Clerk.

Register. 5. There is hereby established a register of notaries public in which the Clerk shall enter the name of every person who has been appointed to the office of notary public and the date of his appointment, and shall also strike from the register the name of every person whose appointment has lapsed under section 7 or whose appointment has been revoked under section 10.

Certificate. 6. Upon appointment of any person as a notary public the Clerk shall issue a certificate to such person in the form prescribed in the Fourth Schedule which certificate shall show the notary public as holding office until the thirty-first day of January in the year following the year of issue of the certificate.

Payment of annual fees. 7. Each notary public shall in respect of each year after the year upon which his name was first entered upon the register pay to the Treasury on or before the thirty-first day of January in such year the sum of fifty dollars, and where such person has not paid the said sum within the time specified, his appointment as a notary public shall lapse and he shall no longer perform any notarial act.

Endorsement of certificate. 8. The Clerk shall, upon production to him of the receipt for the annual fee payable under section 7, of a certificate from the notary public that it is his intention to reside in the Islands until the thirty-first day of January in the year next following and of the certificate issued under section 6, endorse such certificate to the effect that the person named therein is duly authorised to act as a notary public until the thirty-first day of January in the following year.

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SIXTH SCHEDULE S. 13

NOTARIAL ACTS BOOK

Page No.

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Nature of Notarial Act	Date of Notarial Act	Title and Date of Document (if applicable)	Names of Party or Parties to Document	Name of person whose signature has been verified or to whom oath administered	Fee Charged

6 Dated this day of , 19

CLERK OF THE COURT

[Renewed until the 31st day of January, 19
Dated this day of 19

CLERK OF THE COURT]

[Renewed until the 31st day of January, 19
Dated this day of 19

CLERK OF THE COURT]

[Renewed until the 31st day of January, 19
Dated this day of . 19

CLERK OF THE COURT]

FIFTH SCHEDULE

S.9

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Fees.

9.(1) A notary public shall not charge for the performance of any of the duties of his office any sum in excess of the fees prescribed in the Fifth Schedule or, in respect of any duties in respect of which such fees are not prescribed in the Fifth Schedule, such fee as may be prescribed under any rules of court made thereunder or under any other written law.

(2) Contravention of subsection (1) shall be deemed to be misconduct in his capacity as a notary public.

Proceedings for misconduct.

10.(1) If a notary public is convicted of any offence punishable with imprisonment or is adjudged guilty of any misconduct whether in his capacity as notary public or otherwise, the court before which he is so convicted or by which he is so adjudged shall make a report thereof to the Governor and the Governor may revoke his appointment and direct the Clerk to remove the name of the notary public from the Register.

(2) If any person shall make a complaint on oath charging a notary public with misconduct in his capacity as notary public, the Governor may appoint a fit and proper person to enquire into the facts and report thereon to the Governor and if the Governor is of opinion that the notary public has been guilty of misconduct, he may suspend him from office or revoke his appointment and direct the Clerk to endorse a notation of such suspension or to remove his name from the Register, as the case may be.

(3) When a notary public has been suspended or when his appointment has been revoked under subsection (1) or (2), the Clerk shall cause notice of such fact to be published in the Gazette.

(4) Every complaint charging a notary public with misconduct shall contain a statement of the material facts on which the person complaining relies.

(5) In this section "Governor" means "Governor acting in his discretion".

False representations.

11. Whosoever falsely represents himself to be a notary public or not being a notary public purports to perform any of the functions specified in the Fifth Schedule, or any function which under any other written law is a function to be performed only by a notary public shall be guilty of an offence and liable on summary conviction to a fine of two thousand dollars and to imprisonment for twelve months.

Notarial acts while suspended.

12. If a notary public while suspended under section 10(2) performs any of the functions named in section 11, he shall be guilty of an offence and liable on summary conviction to a fine of one thousand dollars and to imprisonment for six months.

13. (1) Every notary public shall keep and maintain a book called a 'Notarial Acts Book' which shall be in the Form set out in the Sixth Schedule in which he shall record the details of every notarial act listed as items 1 to 13 inclusive and 16 in the Fifth Schedule done by him and shall preserve the record of each such notarial act for a period of no less than ten years from the making thereof and shall after such period of ten years shall have expired deliver such book to the Clerk for retention by him in the Grand Court archives.

(2) Any person who has been suspended from performing the functions of a notary public under section 10(2) or who has allowed his certification to lapse under section 7 shall , within seven days from the date of such striking off, suspension or lapsing, as the case may be, deliver all Notarial Acts Books in his possession to the Clerk for retention as part of the archives of the Grand Court.

(3) Any person not being a notary public who comes into possession of a Notarial Acts Books shall forthwith deliver such book to the Clerk.

(4) Any person who contravenes or fails to comply with the provisions of this section shall be guilty of an offence and liable, on summary conviction, to a fine of one thousand dollars and to imprisonment for six months.

14. The Notaries Public Law is repealed.

FIRST SCHEDULE

S. 3

FORM OF APPLICATON FOR APPOINTMENT AS NOTARY PUBLIC

To the Honourable Attorney General
Attorney General's Chambers
Grand Cayman

I, _____ of _____ hereby make application, in accordance with the provisions of the Notaries Public Law, 1982, to be appointed as a Notary Public, and I hereby certify that the following information concerning myself is true -

- 1. Date of birth
- 2. Place of birth
- 3. Nationality and status
- 4. Normal place of business
- 5. Normal residence
- 6. Profession or occupation
- 7. Professional or other qualifications held

Dated this day of , 19 Signed _____
APPLICANT

SECOND SCHEDULE

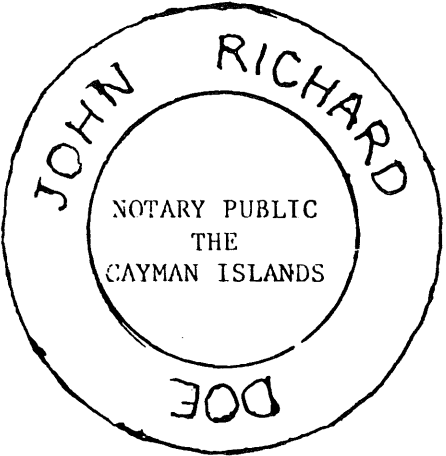
FORM OF OATH

I, A.B., do swear that I will faithfully exercise the office of a notary public; I will faithfully make contracts or instruments for or between any party or parties requiring the same, and I will not add or diminish any thing without the knowledge and consent of such party or parties that may alter the substance of the fact; I will not make or attest any act, contract or instrument in which I shall know there is violence or fraud; and in all things I will act uprightly and justly in the business of a notary public according to the best of my skill and ability. So help me God.

THIRD SCHEDULE

EXAMPLE OF NOTARIAL SEAL

S.4(3)(b)



FOURTH SCHEDULE

S.6

NOTARIES PUBLIC LAW, 1982

(No. of 1982)

CERTIFICATE OF NOTARY PUBLIC

IT IS HEREBY CERTIFIED that
whose signature and seal of office are appended hereto is admitted and sworn a notary public for the Cayman Islands and is authorised to act as such until the 31st day of , 19 .

Signature of holder