WOODSON COUNTY MUTUAL

CUSTOMER INTAKE & POA REQUEST

Application for Online Power of Attorney Notarization

Complete the fields below. Submission is a request for service only; it does not confirm an appointment or guarantee notarization.

1. PRINCIPAL INFORMATION (person granting authority)

Full legal name

Date of birth

Phone number

Email address

Residential address

State of residence

Preferred language / accommodation

2. AGENT / ATTORNEY-IN-FACT INFORMATION

Full legal name

Phone number

Email address

Address

Relationship to principal

3. TYPE OF POWER OF ATTORNEY

- ☐ General
- ☐ Durable
- ☐ Medical
- ☐ Financial
- ☐ Limited
- ☐ Other

If other, describe

Is the POA document already prepared? (Yes / No)

Preferred appointment date/time

Do not include Social Security numbers or upload Social Security cards unless specifically required through a separately approved secure process.

4. DOCUMENT CHECKLIST

Use the secure upload area on the business website or the approved secure document portal. Do not email identity documents or Social Security information through ordinary email.

- [ ] Completed POA document (all pages)
- [ ] Principal's current government-issued photo ID
- [ ] Agent's ID, only if required for this transaction
- [ ] Other supporting documents requested by the notary

5. LIVE ONLINE IDENTITY & SIGNING VERIFICATION

Important: A prerecorded video may be provided only as supplemental information. It does not replace the required live, two-way audio-video session for a Texas online notarization. The principal must personally appear before the notary through the approved online notarization platform and complete the required identity verification and signing steps.

- [ ] I understand a live video appointment is required.
- [ ] The principal is willing and able to participate personally.
- [ ] I understand the agent participates only if the document or transaction requires it.

6. CONTACT & DOCUMENT RETURN

Email address for return of completed document

Preferred contact method / best time

Completed documents will be returned electronically only after the notary completes all required review, identity verification, live appearance, signing, and notarial steps. A target turnaround of approximately 10 minutes may be possible after all requirements are satisfied; timing is not guaranteed.

7. CUSTOMER ACKNOWLEDGMENTS

- [ ] I certify that the information supplied is accurate to the best of my knowledge.
- [ ] I authorize the notary to review the documents for the requested notarial act.
- [ ] I understand the notary does not provide legal advice or choose the POA terms for me.

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CONSENT & OFFICE USE

8. ADDITIONAL CUSTOMER ACKNOWLEDGMENTS

- [ ] I understand the notary may decline or stop if legal requirements, identity, willingness, or awareness cannot be established.
- [ ] I understand notarization does not guarantee that the POA is legally sufficient or accepted by a third party.
- [ ] I will use the secure website/portal for identity documents and will not send full SSNs by ordinary email.
- [ ] I understand the agent does not automatically need to sign; the document's requirements control.

9. SIGNATURES

Principal's printed name

Principal's typed name (acknowledgment only)

Date

Agent's printed name (if applicable)

Date (if applicable)

Typing a name in this application is an acknowledgment of the application terms only. It is not the signature on the Power of Attorney document and does not complete notarization.

10. NOTARY OFFICE USE ONLY

Date/time received

Reviewed by

Live appointment date/time

Disposition / follow-up required

Notary commission / registration reference

Completion date/time

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Before publishing: configure a secure upload portal, access controls, retention/deletion practices, and a compliant remote online notarization platform. This application PDF is not itself a notarization platform.