



SINGAPORE ACADEMY OF LAW

COMMISSIONERS FOR OATHS AND NOTARIES PUBLIC  
1 OCTOBER 2010 TO 30 SEPTEMBER 2011

The Singapore Academy of Law invites applications from advocates and solicitors for the appointment/reappointment\*\* as commissioners for oaths and/or notaries public for the period 1 October 2010 to 30 September 2011. **Applications should be received by the Academy before 4.30pm, Friday, 30 July 2010. Late applications will not be considered.**

All commissioners for oaths and notaries public will be issued with expiry date stamps for use on documents administered in exercise of their appointments. Commissioners for oaths and notaries public are required to maintain a register of these documents.

Advocates and solicitors are required to pay an annual fee of \$500 each for the appointment/reappointment as commissioners for oaths and as notaries public (see below for internal guidelines used for the appointment/reappointment of commissioners for oaths and notaries public).

For more information on the appointment/reappointment of commissioners for oaths and notaries public, please contact the Board of Commissioners for Oaths and Notaries Public ("the Board") office at telephone number 6332 4117/6. Application forms may be downloaded from the SAL website [www.sal.org.sg](http://www.sal.org.sg) (Notice Board section on the right of the homepage) or obtained from our office:-

Singapore Academy of Law  
Board of Commissioners for Oaths and Notaries Public  
1 Supreme Court Lane Level 4

**\*\* Commissioners for oaths and notaries public whose appointments expire on 31 March 2011 should apply in January 2011.**

Subject to the Board's discretion, the internal guidelines used for the fresh appointments of advocates and solicitors as commissioners for oaths and notaries public are as follows:

| As at 1 October 2010   |  |
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| <b>Commissioners for Oaths</b><br>* those with not less than 10 years' experience in active legal practice and/or legal service; and<br>* those who are not less than 35 years of age. | <b>Notaries Public</b><br>* those with not less than 15 years' experience in legal practice; and<br>* those who are not less than 40 years of age. |

The Board will, save for exceptional cases, apply a quota for the appointment of Notaries Public, depending on the size of the firm in which the applicant practises. From 1 Oct 2009, the Board will be lifting the quota on the appointment of commissioners for oaths in each law form. The table on the right is for general guidance:

|                    |             |
|--------------------|-------------|
| 1 to 5 lawyers     | 1 notary    |
| 6 to 10 lawyers    | 2 notaries  |
| 11 to 50 lawyers   | 3 notaries  |
| 51 to 80 lawyers   | 4 notaries  |
| 81 to 100 lawyers  | 5 notaries  |
| 101 to 150 lawyers | 6 notaries  |
| 151 to 200 lawyers | 8 notaries  |
| 201 to 250 lawyers | 10 notaries |

**\* Please refer to our circular dated 13 May 2010.**