



# Virtual Notary Express Privacy Policy

**Effective Date:** January 19, 2026

Virtual Notary Express (VNE) respects your privacy and is committed to protecting the personal information you share with us. This Privacy Policy explains how we collect, use, store, and safeguard information when you use our website and virtual notary services.

## Information We Collect

When you engage with Virtual Notary Express, we may collect:

- Personal identification information, including your name, address, email, phone number, and government-issued ID details
- Document information necessary to perform notarization
- Audio-visual recordings of notarization sessions as required by law
- Electronic journal entries documenting each notarial act
- Payment information processed through secure third-party providers
- Technical data such as IP address, device type, browser information, and platform usage details
- Emails or messages you send to us for customer support

Some of this information is legally required for us to complete notary services. Without it, we cannot notarize your documents.

## How We Use Your Information

Virtual Notary Express uses collected data only for legitimate business purposes:

- To verify your identity for notarization
- To witness signatures in real time
- To apply electronic notary seals and certificates
- To communicate with you about your notarization request
- To process payments securely
- To respond to questions or support needs
- To improve our website performance and user experience
- To maintain legally mandated records

Your information is never sold to outside parties.

## **Retention of Records**

Remote Online Notarization laws require notaries to keep detailed records for extended periods. Virtual Notary Express retains:

- Session recordings
- Electronic notary journal logs
- Copies of notarial certificates

These records are stored securely for the full retention period required by Florida law and any other applicable jurisdictional regulations.

## **Data Security**

We take security seriously.

All sensitive personal information is protected through:

- Encrypted communication channels
- Secure digital identity verification technology
- Restricted staff access
- Password-protected databases
- Multi-factor authentication
- State-approved notary platforms

Despite these measures, no internet transmission is 100 percent foolproof. We do everything reasonably possible to keep your data safe.

## **Third-Party Platforms**

Virtual Notary Express uses approved technology providers to perform notarizations and process payments. These companies maintain their own privacy and security policies. We select only vendors that meet Florida and U.S. digital compliance standards.

## **Cookies and Website Tracking**

Our website may use cookies and basic analytics tools to help us understand:

- How visitors find our site
- Which pages are most helpful
- How to improve SEO engagement

Cookies do not capture document or ID data, only general website performance information.

## **Sharing of Information**

We may share personal information only in limited circumstances:

- When required by law or court order
- With identity verification and notarization platforms
- With payment processors
- With trusted partners necessary to complete a notarization you requested

Otherwise, your information remains strictly confidential.

## **Payment Information**

All payments made through Virtual Notary Express are processed by secure third-party providers. VNE does not directly store credit card numbers or financial account credentials.

## **Children's Privacy**

Virtual Notary Express services are intended for adults and legal guardians. We do not knowingly collect personal information from children under 18 without parental or guardian involvement.

## **Your Rights**

You have the right to:

- Request information about what data we have collected
- Ask how your information is being used
- Request corrections to personal details
- Withdraw consent for marketing communications

However, you cannot withdraw consent for legally required notary records until the mandated retention period expires.

## **Non-Discrimination**

Virtual Notary Express provides services in accordance with non-discrimination principles. We do not deny service based on age, disability, sexual orientation, gender identity, religion, national origin, or any other protected category.

## **Changes to This Policy**

This Privacy Policy may be updated periodically to remain compliant with new laws, technologies, or business practices. All changes will be posted on our website.

## **Virtual Notary Express Legal Disclaimer**

Virtual Notary Express (VNE) is a provider of notary public services authorized under the laws of the State of Florida. All notarizations are performed by commissioned notaries in accordance with applicable Florida statutes and administrative rules.

VNE and its notaries do not provide legal advice, interpretation of documents, or guidance on the preparation of legal forms. Any information presented on this website, in emails, or in marketing communications is for general informational purposes only and is not intended to substitute for the advice of an attorney or other qualified legal professional.

Use of Virtual Notary Express services does not create an attorney-client relationship. Clients are solely responsible for selecting, preparing, and submitting the documents they wish to have notarized. VNE cannot determine whether a document requires notarization or whether it is suitable for any particular purpose.

While Virtual Notary Express utilizes secure identity verification technology and encrypted platforms, VNE does not guarantee that documents notarized through our service will be accepted by every third party, agency, court, or foreign government. Additional requirements beyond notarization, such as witnesses, specific wording, or apostille certification, are the responsibility of the client.

VNE strives to maintain accurate and up-to-date information; however, laws and regulations related to notary services may change. Clients should verify current requirements with the appropriate jurisdiction before relying on any content found on this site.

By engaging our services, you acknowledge and agree that all notarial acts are subject to state law, fee limits, and record-retention requirements. Virtual Notary Express reserves the right to refuse service to any customer when a request does not meet legal or ethical standards.