

DEBRA DEBERRY
CLERK OF SUPERIOR COURT



Monday – Friday
8:30 A.M. – 5:00 P.M.
404-371-2836

CLERK OF SUPERIOR COURT
556 NORTH MCDONOUGH STREET, G-50
DECATUR, GEORGIA 30030
www.dksuperiorclerk.com

Notary

New Notary Application:

Go to Georgia Clerk's Authority (www.gsccca.org), complete & print Notary Application. Bring completed application along with state issued identification and proof of residency (government or state issued identification, valid driver's license, voter identification card, DeKalb gun permit license or DeKalb County Deed) to the Clerk's Office.

New Notary Applications must have two endorsers, 18 years or older, non-related, DeKalb County Residents to sign the endorsement page on the application.

Notary Renewal: Renewals must be done within 30 days of expiration date. If your notary has expired, complete a New Notary Application.

Notary Fee (New or Renewal): **\$50.00**

Authentication of Notary: **\$2.00 Per Document**

Trade Names

Go to **dksuperiorclerk.com/tradenames**, select application, complete, register and print. Bring completed application & fee to our office.

Registration: **\$210.00** (Includes Publication Fee)

Amend Trade Name Information: **\$170.00**

Cancel Trade Name: **\$170.00**

Partnerships

Filing Limited or General Partnerships: **\$213.00**

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