

Verification of copies of original documents

Process to verify and eNotarise copies of original documents on NotarEase

28 November 2025

For verifying and eNotarising copies of original documents such as Passports, Identity proof documents, bank statements, visa documents etc. on NotarEase - please follow the following steps:

1. Prepare an affidavit, as provided on Page 2 of this PDF, with the relevant details filled as applicable to your documents.
 2. Compile all the documents into a single PDF, and attach the affidavit as Page 1 of the PDF.
 - 2.1. Upload the compiled PDF when booking your appointment on NotarEase.
 3. Have the originals ready with you during the eNotarisation appointment for verification by the Notary.
 4. **Disclaimer:** Neither the Notary, nor NotarEase, bears any responsibility or liability for verification of copies of original documents. The signatory bears all responsibility and liability in relation to the same. In the absence of any digital records authenticating the documents, the verification conducted by the Notary shall be on a best effort basis.
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AFFIDAVIT

I, [Full Name of Signatory], with address at [Full Address, including City, State/Province, Postal Code, and Country], do hereby solemnly affirm and declare on oath as under:

1. That I am the deponent herein and am competent to swear this affidavit.
2. That the documents attached with this affidavit are true copies of the following original documents which are currently in my possession:

S.no.	Document type	Document number

3. That the attached documents have not been altered, modified or otherwise changed in any manner whatsoever. I hereby state that the attached documents are true copies of the original documents.
4. That I have shown the original documents to the notary public over a video call for visual inspection.

I solemnly affirm that the facts stated above are true and correct to the best of my knowledge and belief, and nothing material has been concealed therefrom. I understand that any false statement herein may subject me to penalties under applicable law.

//electronically signed by the Deponent//

Deponent

Verification

Verified at <Physical location of Deponent / Signatory> on <Date> that the contents of this affidavit are true and correct to my knowledge and nothing material has been concealed therefrom.

//Electronically signed by the Deponent//

Deponent