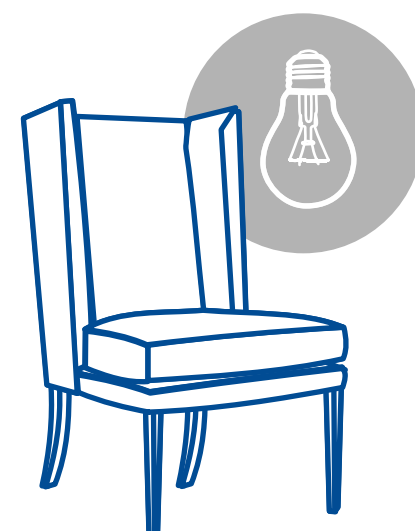


Receive notarial services online!

What is needed?



Silent and light room with no light fixtures or windows in the background



Stable Internet connection – at least 10/10 Mbit/s



Computer with the latest version of **Google Chrome** or **Mozilla Firefox**



Activated eParaksts browser extension and the [latest version](#) of eParakstītājs, as well as Latvia eID middleware



Camera, microphone and headphones, or a speaker



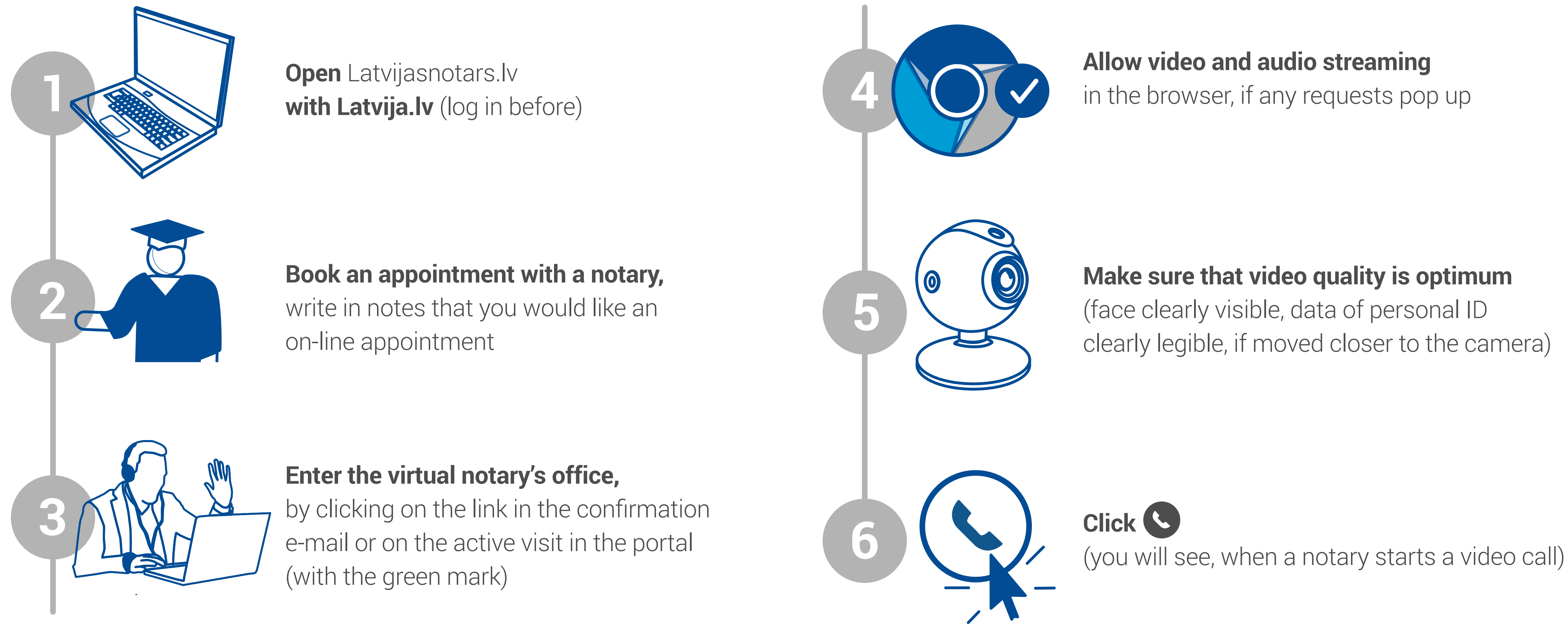
eParaksts eID + smartcard reader

- personal ID with eParaksts activated
- or mobile apps “eParaksts mobile”, “eParakstsLV” and a passport or an eID card (if eParaksts is not activated in your eID card)

If you have any questions, ask your notary or **call 24202100**

How to receive an e-document?

1



How to receive an e-document?

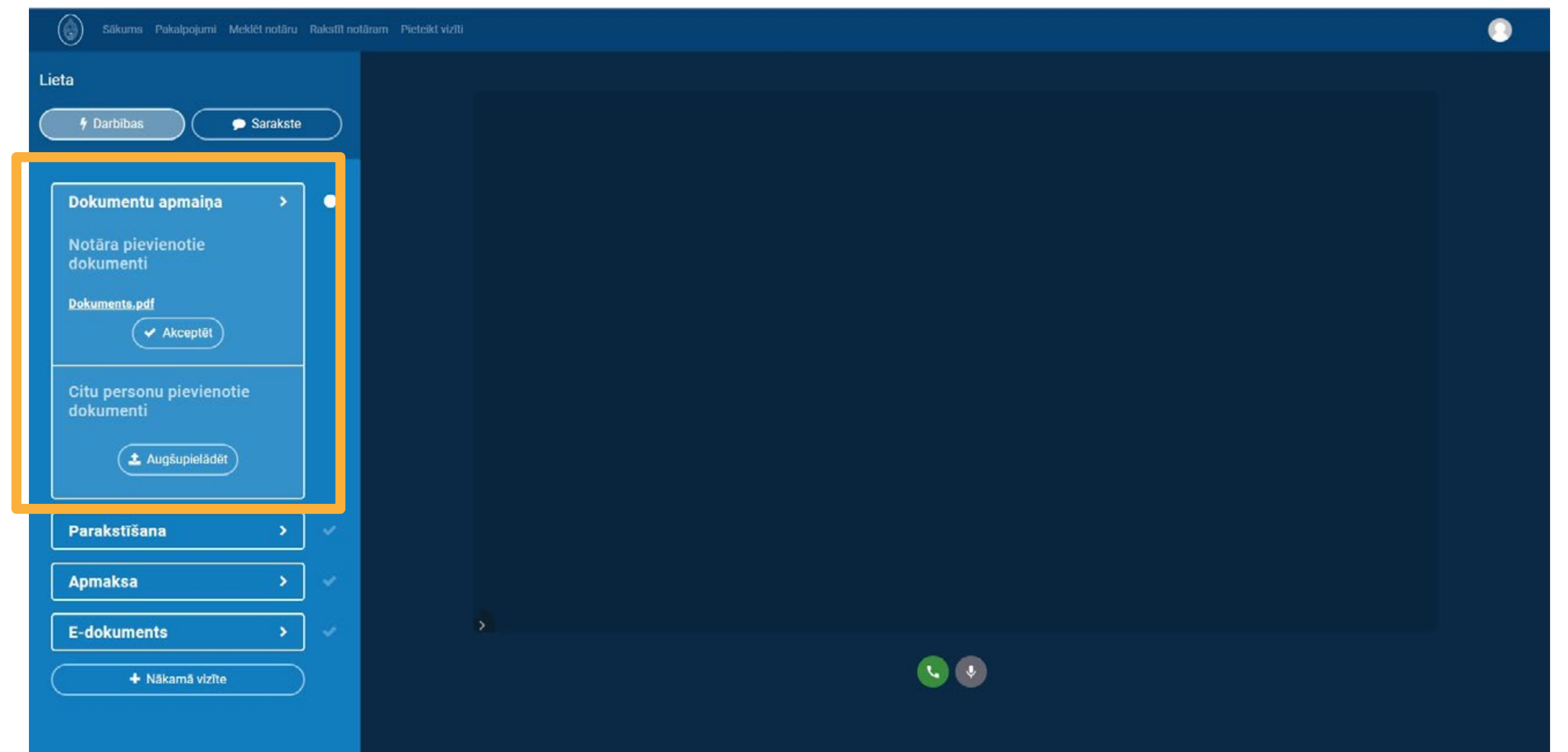
2

7

In the virtual office, you will see the following sections, which will be active if the sworn notary has activated them and entered the respective data:

DOCUMENT EXCHANGE

Review the draft document prepared by a sworn notary and submit documents that the sworn notary requires

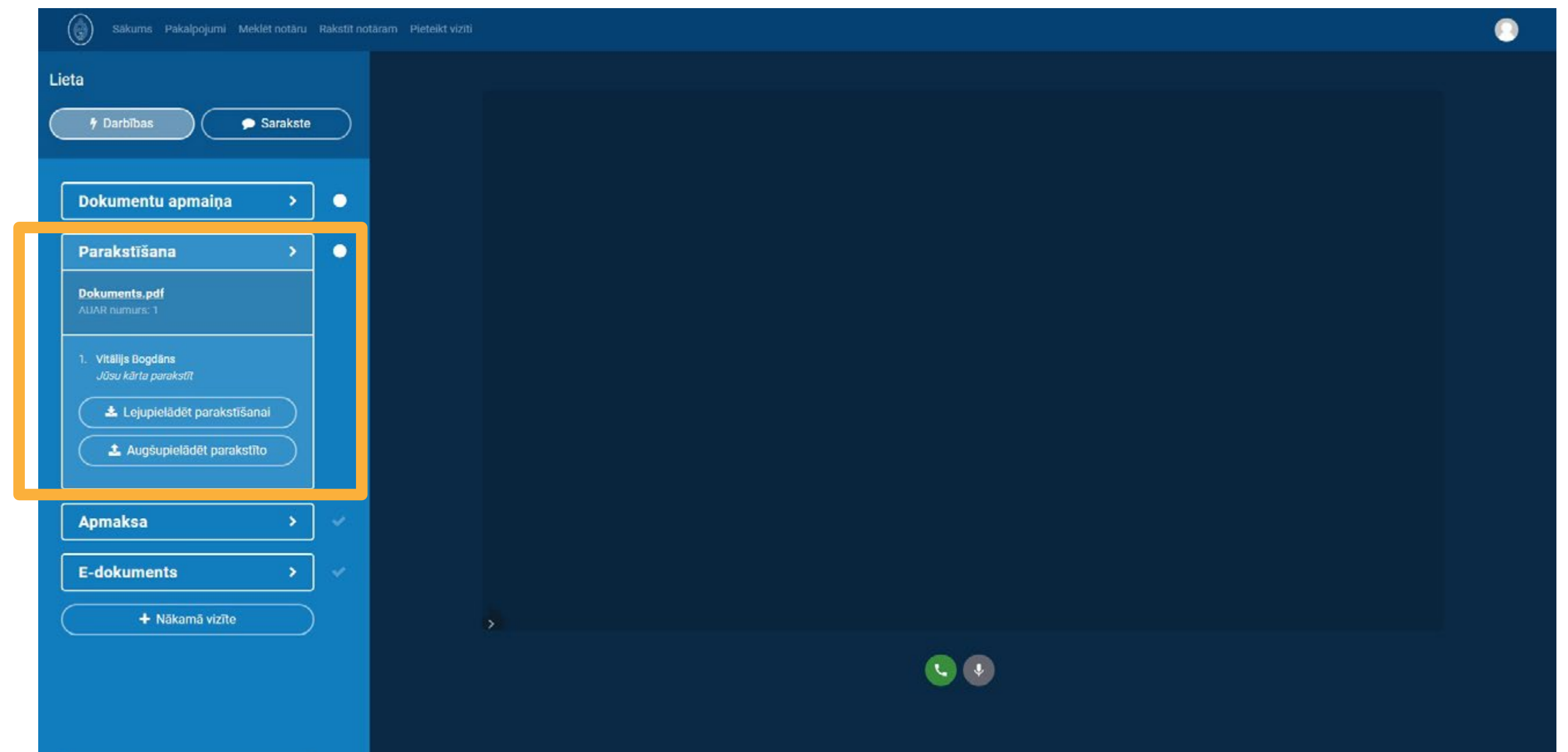


How to receive an e-document?

3

SIGNING

- Download the document to be signed electronically
- Sign it in your computer
- Upload the electronically signed document

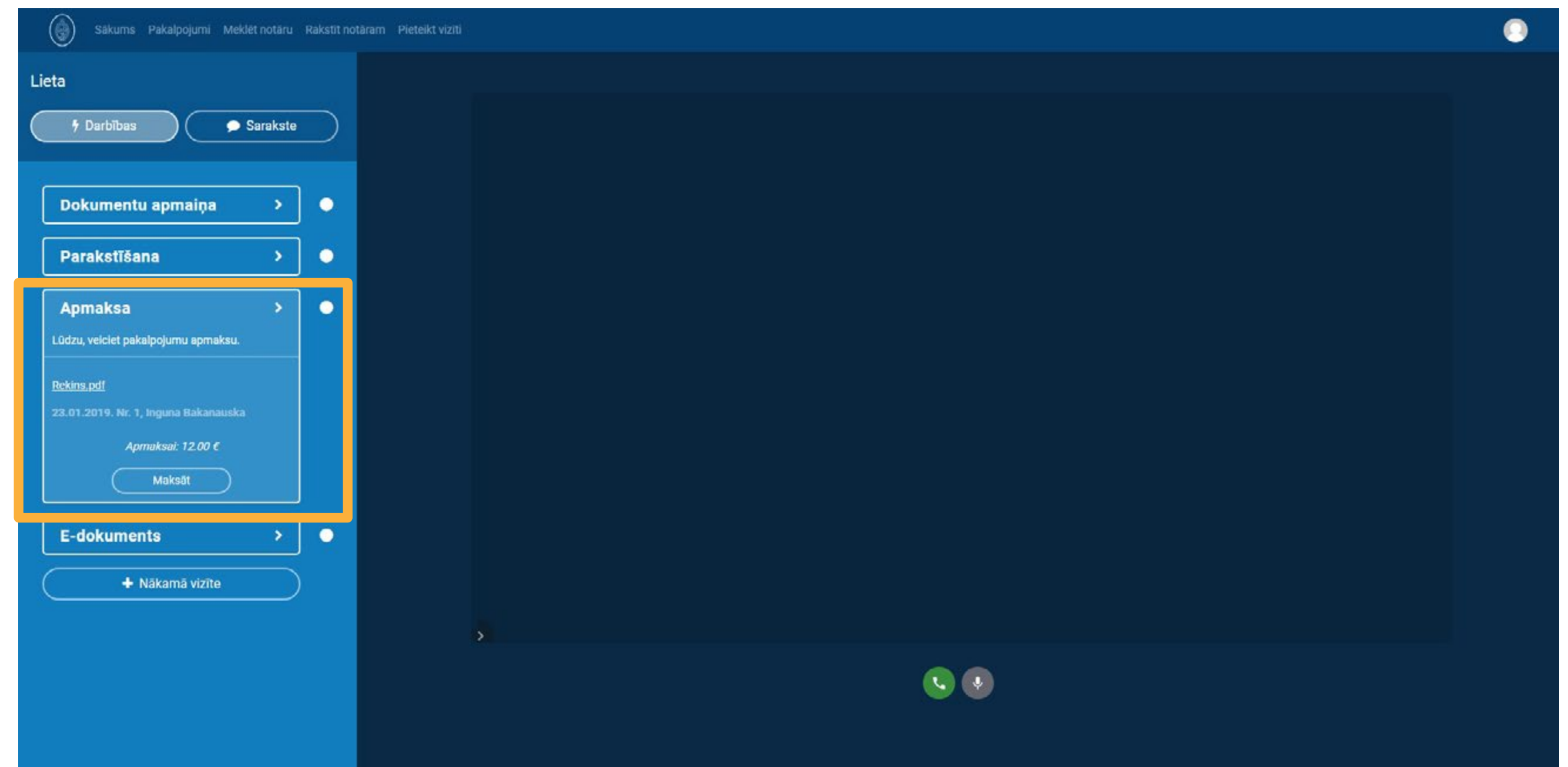


How to receive an e-document?

4

PAYMENT

Pay the notary's invoice via the included [banking link](#) or via your on-line bank



How to receive an e-document?

5

E-DOCUMENT

Receive the e-document certified by the sworn notary

