

OFFICIAL TRANSLATION

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"TRANSLATION CENTRE OF THE MINISTRY OF JUSTICE
OF THE REPUBLIC OF ARMENIA"
STATE NON-COMMERCIAL ORGANISATION

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LAW

OF THE REPUBLIC OF ARMENIA

Adopted on 4 December 2001

ON NOTARIAL PROFESSION

CHAPTER 1.

GENERAL PROVISIONS

Article 1. Subject matter and scope of the Law

1. This Law shall define the legal grounds for activities of notaries public in the Republic of Armenia, the procedure for carrying out notarial actions and main

requirements for notaries public, the procedure and grounds for appointment and dismissal of notaries public, legal safeguards for a notary public, as well as relations pertaining to appealing against notarial actions and compensation for damage caused to persons by a notarial action.

(Article 1 edited by HO-180-N of 19 October 2016)

Article 2. Legal grounds for activities of the notary public

1. A notary public shall carry out his or her activities based on the Constitution of the Republic of Armenia, the Civil Code of the Republic of Armenia (hereinafter referred to as "the Civil Code"), this Law, other laws and legal acts and international agreements of the Republic of Armenia (hereinafter referred to as "international agreements").
2. Where the international agreements provide for a different procedure for performing notarial actions than stipulated in this Law, the norms of the international agreements shall apply.

CHAPTER 2.

NOTARIAL ACTIVITY

Article 3. The notary public

1. A notary public shall be a person carrying out public service conducive to administration of justice who, in the name of the Republic of Armenia, performs notarial actions and provides services stipulated by this Law in compliance with the Constitution and laws of the Republic of Armenia.

Peculiarities of the status of the notary public shall be defined only by this Law.

2. A notary public shall carry out notarial actions by certifying documents or issuing certified documents or performing other actions provided for by law.

By certifying a document, a notary public shall acknowledge its lawfulness and attest to the full probative value of the document.

A notary public shall also have the right to provide services, namely to provide legal assistance, consultation, clarification or legal opinion or draft documents for transaction or other legal documents, provide other legal services, as well as other functions for the performance of notarial actions.

3. A notarial act shall have public standing and full probative value as enshrined in law.
4. A notarial action shall be carried out impartially on equal footing for all.
5. Only notaries public appointed as prescribed by this Law may use the word "Notary public" or its derivatives in their names or the names of their offices.

(Article 3 edited by HO-108-N of 11 June 2004, amended by HO-180-N of 19 October 2016)

Article 4. Independence of a notary public

1. In performing a notarial action or in carrying out other notarial activity a notary public shall be independent and shall abide only by law.

It shall be prohibited to interfere or affect the activity of a notary public when carrying out notarial actions.

2. The activity of a notary public may be suspended or terminated only in cases, under the procedure and on the grounds provided for by this Law.

3. A notary public may not be transferred to other notarial district without his or her written consent. A notary public may, upon his or her consent, be transferred to other notarial district only where a vacant position of a notary public is available.

The positions of notaries public carrying out notarial activities may not be reduced.

(Article 4 amended by HO-108-N of 11 June 2004)

Article 5. Notarial secrecy

(title amended by HO-180-N of 19 October 2016)

1. A notary public shall be obliged to keep confidential the information on performing by him or her a notarial action or providing thereby other service, as well as the information that has become known to him or her from certified or acknowledged documents (information constituting notarial secret). This obligation shall be preserved also after the notary public leaves office.
2. The person, upon consent of whom or in relation to whom a notarial action has been performed, as well as his or her legal successor or representative, may — upon their written agreement — relieve the notary public of the obligation to keep secret the notarial actions performed.

After death of persons referred to in this part, if his or her legal successor is absent or in case of impossibility to come into contact therewith, a notary public may be relieved of keeping notarial secret by the court judgment.

The court may also relieve a notary public of the obligation to keep notarial secret where there are other justifiable reasons.

3. A notary public shall issue statements of information on performance of notarial actions only to those natural persons, as well as to legal persons, state or local

self-government bodies (hereinafter referred to as "organisation") or their representatives upon request and agreement whereof, or in relation to whom the notary public has performed notarial actions.

4. A notary public shall — upon the written request made by a prosecutor or court, or investigator in accordance with the law — issue statements of information on notarial actions or other actions carried out thereby, excerpts, copies or original copies from notary public record book for the preliminary investigation of criminal proceedings and civil cases pending trial, as well as in the cases prescribed by the Law of the Republic of Armenia "On civil forfeiture of illegal assets".

A judge, prosecutor, investigator or an advocate shall be prohibited to provide information on notarial actions to other persons, including mass media, as well as to disclose such information in their speeches before entry into legal force of the criminal judgment.

Bodies exercising supervision over notarial actions in the manner and under the conditions prescribed by law, as well as their officials shall also have the right to become familiar with notarial actions within the scope of their competence.

5. A notary public shall provide, as prescribed by this Law, information on the will or its content only after death of the testator.

Providing information to successors and creditors on opening a succession shall not be a violation of the procedure prescribed by law for providing information constituting notarial secret.

- 5.1. Providing information to the notary public, as well as the person referred to in law in cases explicitly provided for by law for the purpose to carry out notarial actions within the scope of a notarial case shall not be a violation of the procedure prescribed by this Law for providing information constituting notarial secret.

6. The rules on non-disclosure of a notarial secret provided for by this Article shall apply to the persons having participated in the notarial actions as prescribed by law (a witness, translator, etc.), as well as to persons whom that information has become known in their work and official capacity.
7. Notaries public shall keep the information and documents constituting state secret in due procedure of law.
8. In cases provided for by paragraph 1 of point 4 of this Article a notary public shall — within three days after issuing statements of information, excerpts, copies or original copies on performance of notarial actions — have the right to inform thereof the persons having participated in that notarial action, unless otherwise provided for by law.
9. The information provided for by the Law of the Republic of Armenia "On combating money laundering and financing of terrorism" and constituting notarial secret shall be provided to the authorised body prescribed by that Law while submitting a report on a transaction subject to mandatory reporting, on the ground of suspicion about money laundering or financing of terrorism, or based on the inquiry of the authorised body, in the cases and in the manner prescribed by that Law.

(Article 5 edited by HO-108-N of 11 June 2004, supplemented by HO-21-N of 14 December 2004, amended by HO-91-N of 26 May 2008, edited by HO-124-N of 21 June 2014, amended, supplemented by HO-180-N of 19 October 2016, edited by HO-243-N of 16 April 2020, amended, supplemented by HO-235-N of 9 June 2022, amended by HO-79-N of 1 March 2023)

Article 6. Right of the notary public to use the image of the Coat of Arms of the Republic of Armenia and the words "Republic of Armenia"

1. The Ministry of Justice of the Republic of Armenia shall provide the notary public with a seal bearing the image of the Coat of Arms of the Republic of Armenia on which the words "Republic of Armenia", name, surname and the notarial district of the notary public shall be marked. The electronic version of the seal provided for by this part (hereinafter referred to as electronic seal) shall also be provided to the notary public.

The seal of the notary public shall be affixed on all documents or reports certified or acknowledged or issued by the notary public, as well as on their duplicates, and the electronic seal — on documents certified electronically in cases provided for by this Law.

A notary public shall be entitled to have only one round seal bearing the image of the Coat of Arms.

2. A notary public shall have the right to use the image of the Coat of Arms of the Republic of Armenia and the words "Republic of Armenia" on the signboard of the office and the forms thereof.

(Article 6 supplemented by HO-316-N of 13 December 2017)

Article 7. Bank accounts of the notary public

1. The notary public must have bank and deposit accounts, including foreign currency account in the bank selected thereby. The notary public shall dispose of the funds on his or her bank or deposit accounts independently, as prescribed by the legislation.

2. A confiscation procedure may be executed with regard to bank accounts of a notary public only in cases provided for by law, through judicial procedure.

Article 8. Legal safeguards for the notary public

1. When arresting, apprehending, detaining, searching a notary public, subjecting him or her to administrative or criminal liability through judicial procedure, the Minister of Justice of the Republic of Armenia (hereinafter referred to as “the Minister of Justice”) and the Notarial Chamber shall be promptly notified thereon.
2. The working place of the notary public may be searched only upon the decision of the court, with participation of a representative of the Notarial Chamber.
3. Notarial acts kept with the notary public may be seized only in the cases and under the procedure provided for by law.

The property, including funds of the notary may be confiscated only in the cases provided for by law, through judicial procedure.

Notarial acts kept with the notary public may be taken for the purpose of inspection solely under the procedure established by the Minister of Justice.

4. State competent bodies shall be obliged to undertake the necessary measures prescribed by law for protection of the notary public, where in relation to the office of a notary public he or she or a family member thereof have been threatened with physical violence, destruction of property or any other unlawful acts.
5. Only the Prosecutor General of the Republic of Armenia may institute criminal prosecution against a notary public.
6. A notary public shall be relieved of military trainings.

7. A notary public shall have the right to keep and carry listed service weapon and/or special protection means. A notary public may ensure protection of his or her notarial office based on civil law or employment agreements.

(Article 8 amended by HO-108-N of 11 June 2004)

Article 9. Class ranks of notaries public

(Article repealed by HO-108-N of 11 June 2004)

Article 10. Appointing to the position of notary public

1. Any citizen of the Republic of Armenia having active legal capacity and having attained the age of 25, who has Bachelor's qualification degree in law or qualification degree of a certified specialist in law, has no criminal record, who has undergone practical training in notarial activities for at least one year, or else — in case of availability of professional work record of three years as a lawyer or availability of an academic degree — has undergone at least three months of practical training and has taken qualification examinations for notary public before the Qualification Examination Commission, may be appointed to the position of notary public as provided for by this Law.

The Minister of Justice may also appoint to the position of notary public the person not having undergone practical training in notarial activities who has — in the past five years — performed professional work practising the notarial profession for not less than three years in the system of the Ministry of Justice of the Republic of Armenia or in the Notarial Chamber.

A citizen of the Republic of Armenia having active legal capacity and at least 5 years of professional work record as a lawyer or an academic degree may, regardless of practical training, also participate in the qualification test for candidates for notaries public and be appointed to the position of notary public.

Such persons who have passed qualification test shall be appointed to the position of notary public after completing a three-month course for mastering skills for notarial activities as prescribed by the Government.

2. The composition of the Qualification Examination Commission shall be approved by the Minister of Justice. The Commission shall be composed of employees of the Ministry and notaries public nominated by the Notarial Chamber in equal proportion.
3. The Minister of Justice shall appoint to the position of notary public, by taking into consideration the opinion of the Notarial Chamber which must be reasoned and substantiated.

Once appointed to the position, The Ministry of Justice shall issue a service certificate to the notary public.

(Article 10 amended, supplemented by HO-176-N of 25 May 2011, HO-180-N of 19 October 2016)

Article 11. Procedure for testing qualification of candidates for notaries public

1. Testing qualification of candidates for notaries public shall be done under the procedure for conducting a qualification test as approved by the Government.
2. The procedure for qualification test shall define the time limits for the qualification test, the list of documents required for participation in the test, time limits for their submission, and the number of questions or tasks selected for the test, procedure on assigning scores, the manner of conducting the test, time allocated for the test, the manner of using legal and other documents or technical means, the scores required to pass the qualification test and the procedure for appealing the test results, as well as other provisions for

conducting the qualification test properly. The test questions, which shall not be public, shall be prepared by the Ministry of Justice.

The same requirements shall be defined for all participants of the qualification test.

Where the qualification test is to be conducted by technical means, the applicant shall get familiar with the manner of and conditions for use of technical means in advance.

3. A qualification certificate shall be issued to the persons having passed the qualification test.

The qualifying scores of the qualification test shall be valid for five years for persons not appointed to the position of notary public.

4. Legal acts on amending the qualification procedures shall enter into force three months after their official publication, unless such acts provide for a later period.
5. An applicant shall be duly notified of the date, time and place of the qualification test at least seven days before the test date.
6. The qualification test shall be held in Armenian.
7. The qualification test shall be organised in an open-door mode. The testing procedure may be video recorded, recorded or audio recorded.
8. The person passing the qualification test shall be notified of the test results in due manner, or the results shall be sent to him or her not later than within five days following the day when the testing ends.
9. A state duty shall be charged for qualification test in the amount and under the procedure prescribed by law.
10. The results of qualification test may be appealed through judicial procedure within ten days after receiving them.

Article 12. Number of positions and working site of the notary public

1. The notary public shall carry out his or her activities in the notarial office which must be located in the notarial district determined therefor. Notarial district is the administrative and territorial unit, within which the notary public shall carry out his or her activities. Notarial districts, minimum requirements for notarial offices and their location criteria shall be established by the Minister of Justice. Notarial districts shall be established on the principle of territorial division based on transactions and flow of clients, and the minimum requirements for notarial offices and location criteria shall be established based on the principles of convenience for citizens, effective queue management, ensuring safety and time efficiency.

One or several notarial offices may operate within one notarial district. One or several notaries public carrying out activities in the same notarial district may work in one and the same notarial office.

Any person may apply to the notary public with a view to performing notarial actions, regardless of their place of residence or current address, except for the cases provided for by this Law.

2. The number of positions of notaries public shall be established by the Minister of Justice, considering the opinion of the Notarial Chamber.
3. Where the notarial actions cannot be performed due to mobility limiting disease or helpless state of the beneficiary, a notary public shall — upon the application of the beneficiary — perform notarial actions outside the notarial office, in the notarial district, on the day the application is submitted or on the working day following such date.

Notarial actions may be performed outside the notarial office in the cases prescribed by Articles 59, 61, 80, 82 of this Law.

In such cases a notary public shall be obliged to specify the place of performance of a notarial action (address) in the certification endorsement and in the logbook.

(Article 12 edited, supplemented by HO-180-N of 19 October 2016)

Article 13. Commencement date of the term of office of notary public

1. A notary public shall assume official duties not later than within a period of two months after appointment. In case of failure to start his or her duties within a period of two months, the Minister of Justice shall repeal the order on appointing to the position of notary public the person who has received qualification, and the appointed notary public shall again be included in the list of persons with qualifying scores of the qualification test but not appointed.
2. The notary public shall, before assuming the position, submit to the Minister of Justice and the Notarial Chamber a signature sample, office address, contact details.
3. Before the notary public assumes official duties prescribed by part 1 of this Article, the Notarial Chamber shall provide him or her with access to the electronic notary system.

(Article 13 amended, supplemented by HO-180-N of 19 October 2016)

Article 14. Restrictions on activities of the notary public

A notary public may not hold, along with his or her activities, other position or perform other paid work, except for pedagogical, scientific or creative activities.

Article 15. Remuneration for notarial actions and other services provided by the notary public

1. A fee shall be charged for performance of notarial actions and services provided by a notary public. A fee for performance of notarial actions or for services provided by a notary public shall be paid to the notary public as prescribed by the Law of the Republic of Armenia "On non-cash operations".

Fees received for notarial actions or services provided by the notary public shall be disposed by the notary public.

2. The notary public shall charge a state duty for performance of notarial actions in the manner and amount prescribed by the Law of the Republic of Armenia “On state duty”.
3. The notary public shall be entitled to compensation, in equal amount, for transportation, postal, telecommunication, banking costs, costs for keeping payment and settlement documents or for securing of evidence, as incurred or to be incurred, as well as for other costs provided for by the legislation.
4. Rates for notarial actions shall be approved by the Government.

The amount of fees for the services provided by a notary public shall be set by the notary public.

Fees for notarial actions or services provided by the notary public shall be charged within the time limits set by the notary public.

5. The treatment defined for entrepreneurial activities in the Civil Code of the Republic of Armenia shall apply to paid notarial actions or services provided by the notary public.

The income generated by notarial actions or services provided by the notary public, as well as the income of the notary public or employees of the notarial office shall be taxable in the amount and in the manner prescribed by law.

(Article 15 edited by HO-108-N of 11 June 2004, edited, amended by HO-19-N of 18 January 2022)

(Law [HO-19-N](#) of 18 January 2022 has a transitional provision)

Article 16. Suspension of activities of the notary public

1. The activities of the notary public shall be suspended:
 - (1) where he or she has failed to pay the membership fee to the Notarial Chamber for three consecutive months;
 - (2) for up to 6 months, in the cases provided for by this Law;
 - (3) during the entire period of bankruptcy case, where an application for declaring bankrupt is filed;
 - (4) in other cases, procedures and within time limits provided for by law.
2. The decision on suspending the notarial activity shall be rendered by the Minister of Justice, by mentioning the period of suspension. In the case provided for by sub-point 1 of point 1 of this Article the activity of the notary public shall be suspended until the membership fee is paid.
3. Activity of the notary public shall be deemed to be suspended from the next day following handing over to the latter the decision (order) on suspension.
4. The notary public whose activities have been suspended shall not have the right to perform notarial actions and provide other notarial services until the period of suspension expires.
5. The seal and embossed seal of the notary public, whose activities have been suspended, shall be kept by the Notarial Chamber as prescribed by the Minister of Justice.
6. The notary public shall have the right to appeal against the decision on suspending the activity thereof through judicial procedure.

(Article 16 edited, supplemented by HO-180-N of 19 October 2016)

Article 17. Dismissing the notary public or terminating his or her powers

1. The notary public shall be dismissed where:
 - (1) he or she has filed an application to that effect;
 - (2) he or she has attained the age of 65 (age for holding office);
 - (3) he or she has been elected or appointed to another position upon his or her written agreement or has taken another job incompatible with the position of notary public;
 - (4) he or she has failed to appear at work for more than six consecutive months due to temporary incapacity for work;
 - (5) he or she has not appeared at work for more than five consecutive days without a reasoned excuse;
 - (6) he or she has been appointed to the position of notary public in violation of the requirements of law;
 - (7) he or she has been declared as having no active legal capacity, having limited active legal capacity, missing or dead by a court judgment that has entered into legal force;
 - (8) a judgment of conviction rendered against him or her, that entails deprivation of liberty has entered into force, or he or she has been declared, as prescribed by law, as a person having committed crime in connection with official duties;
 - (9) he or she has lost the citizenship of the Republic of Armenia;
 - (10) he or she has been declared as bankrupt through judicial procedure.
2. The notary public may be dismissed where:
 - (1) the transaction certified by him or her has been null and void at the time of certification;

- (2) ***(point repealed by HO-180-N of 19 October 2016)***
- (3) he or she has three times within a year certified transactions or acknowledged documents that contradicted the mandatory rules prescribed by law at the time of certification or acknowledgement;
- (4) he or she has, within a period of one year, been subjected to repeated disciplinary liability for violation of law;
- (5) he or she maliciously evades tax liabilities;
- (6) a judgment of conviction rendered against him or her that does not entail deprivation of liberty has entered into legal force, or he or she, as prescribed by law, has been declared as a person having deliberately committed a crime, if commission of such crimes has also resulted in violation of the requirements of the code of notary ethics.
3. Declaring a document certified or acknowledged by a notary public as invalid, or changing it through judicial procedure does not itself entail liability for the notary public having certified or acknowledged that document, unless it has been changed or declared invalid due to violation by the notary public of the requirements of law or other legal act while performing notarial actions.
4. The powers of the notary public shall terminate upon decease.
5. A notary public shall be dismissed by a court on the grounds provided for by sub-points 5-6 and 10 of point 1 of this Article, as well as by point 2 of this Article. The Minister of Justice shall have the right to refer to the court to dismiss the notary public, on own initiative or upon the recommendation of the Notarial Chamber.

Before referring to the court to dismiss the notary public, the Minister of Justice shall be obliged to obtain a written explanation from the notary public. Taking into consideration the peculiarities of the disciplinary proceedings, in the notice

on requesting explanation the Minister of Justice shall set a time limit for providing an explanation. The minimum time limit for providing an explanation shall be 3 days from the time of receiving the notice. In case of failure by the notary public to provide an explanation within the time limit set in the notice, the obligation of the Minister of Justice prescribed by this part shall be considered as fulfilled.

6. A notary public shall be dismissed by the Minister of Justice on the grounds provided for by sub-points 1-4 and 7-9 of point 1 of this Article.
7. Pursuant to sub-point 2 of point 1 of this Article, the notary public shall be deemed as dismissed from the day following the day he or she attains the age of 65, and in cases provided for by sub-points 4, 7-8 of point 1 of this Article — from the day specified in the decision (order). In case the notary public is dismissed on other grounds provided for by this Article, the notary public shall be considered as dismissed from the following day once a decision (order) on dismissal is handed over to him or her.
8. The dismissed notary public shall be obliged to, not later than within five days, hand over the seal and embossed seal to the Ministry of Justice, and notarial case files and other documents — to the Notarial Chamber. In case a substitute notary public is appointed, the Notarial Chamber shall transfer notarial case files and other documents to the substitute notary public. The documents, the seal and the embossed seal kept with the notary public who is dismissed on the grounds provided for by sub-points 4, 7-8 of point 1 of this Article, or the notary public whose powers are terminated shall be accepted by a commission established by the Minister of Justice, which shall be composed of the representatives of the Notarial Chamber.
9. The trainee and the staff appointed by the dismissed notary public shall be considered as dismissed from the day the notary public leaves the office.

10. A notary public shall have the right to appeal against the order of the Minister of Justice on his or her dismissal through judicial procedure.

(Article 17 amended, edited, supplemented by HO-180-N of 19 October 2016)

Article 18. Replacing the notary public and secondment

(title edited by HO-180-N of 19 October 2016)

1. In cases of temporary absence of the notary public in the notarial district or suspension of his or her activities, his or her dismissal on the grounds prescribed by parts 1 and 2 of Article 17 of this Law or termination of powers on the ground provided for by part 4 of the same Article, the Minister of Justice shall, upon the recommendation of the Notarial Chamber or on own initiative, reserve to other notary public the performance of notarial actions in case of temporary absence of the notary public or within the period of suspension of his or her activities, and in case of dismissal or termination of powers thereof — for an indefinite period.
2. The substitute notary public shall have the right to perform notarial actions in his or her notarial office or in the notarial office of the notary public substituted.
3. The substitute notary public shall act on his or her behalf and at his or her expense. The procedure for use of the property and remuneration of the staff of the substitute notary public shall be established by the decision of the Notarial Chamber.
4. In case of temporary absence, the grounds for substituting the notary public shall be as follows:
 - (1) annual and additional leave;
 - (2) pregnancy and maternity leave;

- (3) leave granted for taking care of a child under the age of three;
 - (4) temporary incapacity for work;
 - (5) disease of a child or a family member (where care is needed);
 - (6) secondments;
 - (7) trainings;
 - (8) other cases of actual absence from the workplace for more than two days.
5. A notary public may be seconded to other notarial district only upon his or her consent, based on the recommendation of the Notarial Chamber, by the decision of the Minister of Justice.

(Article 18 edited by HO-180-N of 19 October 2016, HO-353-N of 13 June 2018)

Article 19. Supervision over the activities of the notary public

1. The supervision over notarial actions and provision by the notary public of other services provided for by this Law, observance of the requirements of the Law of the Republic of Armenia "On combating money laundering and financing of terrorism" and legal acts adopted based thereon, as well as over observance of the code of notary ethics shall be exercised by the Ministry of Justice in cases and in the manner prescribed by this Law.
2. The Ministry of Justice shall exercise supervision through planned scrutiny of notarial actions and other services provided by the notary public based on an annual plan which is approved by the Minister of Justice until 20 December of the year preceding the scrutiny.

The period and types of notarial actions or other services provided, which are subject to scrutiny, as well as the time limits and venue for scrutiny shall be

established by the order of the Minister of Justice on carrying out scrutiny.

The scrutiny shall be carried out by visiting the notarial office, or without visits to the notarial office — by requesting notarial case files and other documents from the notary public, as well as by ensuring scrutiny in the electronic system.

During the scrutiny the person carrying out scrutiny shall have the right to request written explanations and scrutiny-related materials from the notary public that are to be submitted within one week from the time of receiving the notice thereon.

The person carrying out scrutiny shall not have the right to go beyond the objective specified in the order on scrutiny.

In case new circumstances and necessity arises during the scrutiny, the objectives and scope of the scrutiny may be changed by the order of the Minister based on the written justification of the person carrying out scrutiny. The notary public shall be notified of the change in writing, by submitting a copy of the new order thereto.

3. The copy of the order of the Minister of Justice on carrying out scrutiny shall — at least three days prior to the scrutiny — be forwarded to the notary public specified in the order of the Minister of Justice and to the Notarial Chamber to enable participation of the representative of the Notarial Chamber in the scrutiny.

Where the Notarial Chamber secures participation of its representative in the scrutiny, the Department of the Notarial Chamber shall be obliged to notify the Ministry of Justice thereon within one working day from the moment of receiving the copy of the order of the Minister of Justice, by delivering the decision of the Department on appointing a representative.

The person carrying out scrutiny upon the order of the Minister of Justice shall draw up an opinion on the outcome of the scrutiny.

The representative of the Notarial Chamber shall sign the opinion to attest to his or her participation, and in case of objections in relation to the opinion — submit them in a separate document within one working day, which shall be attached to the opinion.

A copy of the opinion shall be provided to the notary public for the latter to present a position thereon, which shall be attached to the opinion.

4. The next planned scrutiny may be carried out with one and the same notary public not later than in the second year following it.
5. The Prosecutor's Office, the Police, the National Security Service, as well as other law enforcement bodies shall notify the Minister of Justice of the criminal procedure actions conducted in relation to the notary public within one working day.

The court shall immediately inform the Ministry of Justice on cases in the proceedings thereof that challenge the actions of the notary public, pending or executed; the court shall forward the copies of judgments or criminal judgments rendered in those cases within three working days from the time of announcing them.

6. Other state bodies may exercise control over other activities of the notary public — current or performed — only in the cases and within the scope explicitly enshrined in law. Before conducting inspections with the notary public, other bodies exercising control over the actions of the notary public must notify the Minister of Justice thereon. Copies of acts (records) on results of inspections shall also be forwarded to the Minister of Justice.

(Article 19 amended by HO-108-N of 11 June 2004, supplemented by HO-124-N of 21 June 2014, edited by HO-180-N of 19 October 2016)

Article 19.1. Rights and obligations of the notary public under scrutiny

1. The notary public subject to scrutiny shall have the right:
 - (1) to ban the scrutiny where the person carrying out scrutiny has gone beyond the objective specified in the order on scrutiny;
 - (2) to become familiar with the opinion;
 - (3) to provide explanations, clarifications, appeal against actions of persons carrying out scrutiny;
 - (4) to refuse to comply with requirements that are beyond the scope of competences of the persons carrying out scrutiny, as well as the objectives and plans of the scrutiny.
2. The notary public subject to scrutiny shall be obliged:
 - (1) not to hinder the course of the scrutiny, to fulfil the lawful demands of the persons carrying out scrutiny;
 - (2) to submit required documents, data at the request of the person carrying out scrutiny.

(Article 19.1 supplemented by HO-180-N of 19 October 2016)

Article 20. Appealing against the actions of the notary public

1. The person, whose interests are affected by the action of the notary public, or the person who received rejection in performance of a notarial action, may appeal against the performed notarial action or the rejection in performance of a notarial action in court.
2. Where the appeal prescribed by part 1 of this Article is submitted to the Ministry of Justice or the Notarial Chamber, it shall be examined as prescribed by Article 24 of this Law.

(Article 20 edited by HO-180-N of 19 October 2016)

Article 21. Performance of a notarial action by other officials

In the territory of other states diplomatic representations and consular offices of the Republic of Armenia shall perform notarial actions in the name of the Republic of Armenia.

CHAPTER 3.

RIGHTS, OBLIGATIONS AND LIABILITY OF THE NOTARY PUBLIC

Article 22. Rights of the notary public

1. To exercise his or her power, the notary public shall have property and personal non-property rights and obligations, may hire and dismiss employees of the notarial office, dispose the income generated as a result of provision of other services by him or her, act as a plaintiff or respondent or a third party in court or perform other actions in compliance with the law.
2. The notary public shall have the right to carry out notarial actions provided for by this Law or provide services provided for by this Law or other legal acts, as well as give clarifications on issues concerning performance of notarial actions.
3. The notary public shall have the right to request necessary information or documents from organisations, state or local self-government bodies to perform notary actions. Relevant information and documents must be submitted within the time limit indicated by the notary public. That time limit may not exceed fifteen days, unless longer time limit is required to provide the relevant document.

Violation of the requirements of this point may entail liability under the procedure prescribed by law for disrespect shown towards courts.

4. The notary public shall have the right to annual leave for the duration of 30 working days.

In specific cases, considering personal, family or other circumstances, the Ministry of Justice may permit the notary public to have additional leave for the duration of up to 30 calendar days per year.

5. Work regime of a notary public shall be determined by the notary public, which is supervised by the Minister of Justice.
6. A notary public shall be entitled to social security in cases of old-age, disability, disease, loss of bread-winner and other cases provided for by law.
7. A notary public shall have other rights provided for by law or legal acts.

(Article 22 amended by HO-108-N of 11 June 2004, HO-180-N of 19 October 2016)

Article 23. Obligations of the notary public

1. The notary public shall be obliged:
 - (1) to be impartial and observe the code of notary ethics in carrying out notarial activities;
 - (2) to keep confidential, as prescribed by this Law, the information that has become known in relation to the office, except for the cases provided for by the Law of the Republic of Armenia "On combating money laundering and financing of terrorism";
 - (3) to reject the performance of a notarial action where it contradicts laws or other legal acts or international agreements of the Republic of Armenia;

- (4) in case of failure to appear to work due to disease or for other reasonable excuse for more than five days, to notify the Ministry of Justice and the Notarial Chamber thereon, and
- (5) to agree the change of address of the notarial office with the Ministry of Justice;
- (6) to ensure fulfilment of the requirements prescribed by the Law of the Republic of Armenia "On combating money laundering and financing of terrorism";
- (7) to undergo a training organised by the Notarial Chamber once a year in the manner and under the conditions prescribed by the Notarial Chamber;
- (8) to observe the requirements prescribed by the Law of the Republic of Armenia "On non-cash transactions".

Duration of training courses shall be at least 30, but not more than 60 academic hours. Duration of an academic hour shall be 40 minutes.

- 1.2. In the case prescribed by point 5 of part 1 of this Article the Minister of Justice shall reject the change of address of the notarial office within a period of one week where the new address of the notarial office is outside the notarial district, or the notarial office does not comply with the minimum requirements set or location criteria.
2. The notary public shall also be obliged, except for the cases of electronic certification of documents, to do the following in relation to persons having paid the relevant fee prescribed for notarial actions and other services provided by the notary public:
 - (1) to provide assistance to persons when carrying out notarial actions, clarify their rights and obligations to ensure their rights and legal interests, warn of consequences of performance of notarial actions so that legal ignorance of a person is not used to his or her detriment;

- (2) clarify for the parties the purpose and significance of draft transactions presented thereto and check their content against the actual intention of the parties.

(paragraph repealed by HO-180-N of 19 October 2016)

3. Where the law of a foreign state has been applied in the document submitted for notary certification or acknowledgement, or where the notary public has doubts regarding the application of the law of the foreign state, he or she shall inform the parties thereof, making relevant indication in the certification endorsement. In this case the notary public shall not be obliged to perform the obligations provided for by sub-point 3 of point 1 and point 2 of this Article with respect to the norms of the law of the foreign state and shall not be liable for the damage caused to the parties or a third party as a result thereof.
4. The notary public shall not be obliged to verify the authenticity of statements or other documents issued by organisations, or issued by organisations within the scope of their competence, as well as by natural persons under the procedure provided for by law or other legal acts and submitted thereto, and shall not be liable for the damage caused to the parties or to a third party as a result thereof, unless it is provided for by law or unless it is proved that the notary public had been aware of the fact or should have known that they were not authentic.

The notary public shall not be obliged to verify the authenticity of data or facts stated by the parties or proposed by them during the transactions being certified or in documents being acknowledged, and shall not be liable for the damage caused to the parties as a result thereof, unless it is provided for by law or unless it is proved that the notary public had been aware of the fact or should have known that they were not authentic.

When carrying out the notarial actions provided for by sub-points 6-7, 11-12 and 14 of point 1 of Article 36 of this Law, the notary public shall not be obliged to check the content of documents certified, acknowledged or accepted for other

notarial action against laws or requirements of other legal acts, and shall not be liable for the damage caused to the parties or to a third party as a result thereof.

5. The notary public may not have obligations not provided for by this Law.

(Article 23 supplemented by HO-21-N of 14 December 2004, amended by HO-91-N of 26 May 2008, edited, supplemented, amended by HO-180-N of 19 October 2016, supplemented by HO-316-N of 13 December 2017, HO-19-N of 18 January 2022)

(Law [HO-19-N](#) of 18 January 2022 has a transitional provision)

Article 24. Disciplinary action against the notary public

1. Disciplinary proceedings may be instituted against the notary public by:
 - (1) the Minister of Justice;
 - (2) the Notarial Chamber.
2. The Minister of Justice shall institute disciplinary proceedings where the study of grounds prescribed by part 5 of this Article identifies elements of disciplinary violation prescribed by part 1 of Article 25 of this Law.
3. The study provided for by part 2 of this Article shall be conducted by examining the documents, as well as visiting the notarial office by the subdivisions of the Ministry of Justice exercising supervision over notarial actions or the officials thereof, or without visiting the notarial office — by requesting notarial case files and other documents from the notary public, as well as enabling scrutiny in the electronic system. The actions provided for by this part must be performed within the scope of issues raised in the disciplinary proceedings.

The notary public shall provide the documents, materials referred to in this part within two working days from the time of receiving a notice.

4. The Notarial Chamber shall institute disciplinary proceedings on the ground prescribed by point 2 of part 1 of Article 25 of this Law. Where the Minister of Justice and the Notarial Chamber institutes disciplinary proceedings for the same reason and on the same ground, the proceedings instituted in the Notarial Chamber shall be terminated. The Notarial Chamber shall attach the decision on termination to the opinion thereof regarding the grounds for disciplinary action.
5. The grounds for instituting disciplinary proceedings shall be the following:
 - (a) a request or complaint;
 - (b) a report of a state and local self-government body and of an official;
 - (c) a judicial act of a court having entered into legal force;
 - (d) a report of the Notarial Chamber on complaints or requests for notarial actions or other services provided by the notary public that have been submitted thereto;
 - (e) identifying independently elements of violation of laws, other legal acts of the Republic of Armenia, as well as the code of notary ethics;
 - (f) identifying elements of violation in the result of summing up the notarial practice or planned scrutiny.
6. Duration of the disciplinary proceedings may not exceed six weeks, which may be extended once, for a period of three weeks. The notary public shall be notified of instituted disciplinary proceedings within one day from the time of instituting the proceedings.
7. The person conducting disciplinary proceedings shall, within the scope of issues raised in the disciplinary proceedings, have the right:
 - (1) to request from the notary public in the course of the disciplinary proceedings the necessary documents that the notary public must provide within two working days from the time of receiving the request.

- (2) to become familiar with the necessary documents and materials in the notarial office;
 - (3) to request written explanations from notary public;
 - (4) to refer to the person, the request whereof has served as a ground for instituting disciplinary proceedings, for additional documents and information.
8. The notary public against whom disciplinary proceedings have been instituted shall be obliged to provide written explanations to the person having instituted the proceedings.

In case of refusing to provide written explanations, a notice shall be made to that effect, for which the notary public shall sign, or a notice shall be made on refusing to sign.

The notary public against whom disciplinary proceedings have been instituted shall have the right to not deliver the documents provided for by part 3 of this Article unless this complies to the scope of disciplinary proceedings.

9. The notary public against whom proceedings have been instituted shall have the right to become familiar with the materials of the disciplinary proceedings before the person instituting the disciplinary proceedings renders a decision. The materials shall be provided to the notary public not later than seven days prior to the deadline when the person instituting disciplinary proceedings is to render a decision. The notary public shall have the right to present additional explanations or file a motion requesting additional scrutiny within seven working days from the moment of receiving the materials.
10. Based on the disciplinary proceedings, the person instituting the proceedings shall render one of the following decisions:
- (1) on terminating the disciplinary proceedings;
 - (2) on subjecting a notary public to disciplinary liability.

11. After the person instituting the proceedings renders a decision on terminating the disciplinary proceedings, he or she may not institute proceedings on the same ground again.
12. The person instituting the proceedings, the witnesses having participated in the proceedings and other persons shall keep confidentiality of the disciplinary proceedings.
13. Decisions rendered by the Notarial Chamber in the result of disciplinary proceedings shall be forwarded to the Ministry of Justice within three working days from the time they are rendered.
14. In case of instituting disciplinary proceedings, the time limits prescribed by part 3 of Article 25 of this Law for subjecting to disciplinary liability shall be stopped.
15. Where criminal prosecution has been instituted against the notary public within the time limits prescribed by part 3 of Article 25 of this Law, or where the lawfulness of the actions being the ground for violation is appealed against in court, the time limit for instituting disciplinary proceedings, and if disciplinary proceedings have been instituted — then the time limit for the proceedings instituted shall be suspended. The time limit for instituting disciplinary proceedings or for the proceedings instituted shall be suspended until the final judgement is rendered in the criminal proceedings, or the court renders a final judicial act. Where no criminal prosecution is effected or where criminal prosecution is terminated, as well as after the judicial act rendered by the court enters into legal force the time limit for instituting disciplinary proceedings or the time limit for the proceedings instituted shall resume from the time of suspension, as prescribed by this Law.
16. Where disciplinary proceedings have been instituted against the notary public on several facts, a more severe disciplinary sanction shall be imposed thereon.

(Article 24 edited by HO-108-N of 11 June 2004, HO-180-N of 19 October 2016, amended by HO-235-N of 9 June 2022)

Article 24.1. Grounds for termination of disciplinary proceedings

1. The disciplinary proceedings shall be terminated where:
 - (1) the fact of violation serving as a ground for subjecting the notary public to disciplinary liability is not substantiated;
 - (2) the time limit for subjecting the notary public to disciplinary liability has elapsed;
 - (3) his or her powers have been terminated, or he or she has been dismissed;
 - (4) in cases prescribed by part 4 of Article 24 of this Law.

(Article 24.1 supplemented by HO-180-N of 19 October 2016)

Article 25. Grounds for disciplinary liability of the notary public

1. Grounds for subjecting the notary public to disciplinary liability shall be as follows:
 - (1) obvious violation by the notary public of regulatory requirement of law and other legal act on carrying out notarial activities, performance, refusing, suspension and delay of notarial action;
 - (2) obvious violation of the code of ethics;
 - (3) failure to participate in at least 20 percent of training courses for no reasonable excuse.
2. Declaring as invalid the document certified or acknowledged by the notary public or changing it through judicial procedure shall not itself entail liability for the notary public having certified or acknowledged such document, unless it has been changed or declared as invalid due to violation of the requirement of law by the notary public while carrying out notarial actions.

The notary public may not be held liable where the certified or acknowledged document has been declared invalid, and the performed notarial actions have been declared unlawful due to false or illegal agreements or statements or other false documents submitted thereto the lawfulness and accurateness whereof the notary public could not or was not obliged to verify, unless it is proved that the notary public had been aware of the fact or should have known that the content of the submitted agreements, statements or other documents were not authentic.

3. The notary public may not be held liable where one year has elapsed from the time of performing actions which have led to violations prescribed by part 1 of Article 25 of this Law, except for the violations provided for by sub-points 1 and 3 of part 2 of Article 17 of this Law, for which no disciplinary proceedings may be instituted where three years have elapsed since the day of performing such actions.

(Article 25 edited by HO-180-N of 19 October 2016)

Article 26. Disciplinary penalties applied to the notary public

1. One of the following disciplinary penalties may be imposed on the notary public on the grounds prescribed by part 1 of Article 25 of this Law:
 - (1) warning;
 - (2) reprimand;
 - (3) severe reprimand;
 - (4) suspension of the activity for a period of up to 6 months.
2. The Minister of Justice shall be entitled to impose one of the penalties prescribed by part 1 of this Article, and the Notarial Chamber — the disciplinary penalties prescribed by points 1 and 2 of part 1 of this Article.

3. Suspension of the activity of the notary public, as a disciplinary penalty, may be imposed where the notary public commits the violations provided for by points 1, 3 or 5 of part 2 of Article 17 of this Law.
4. The disciplinary penalty imposed on the notary public must be proportionate to the violation committed. When imposing disciplinary penalty, the consequences of the violation, the guilt, existing penalties and other noteworthy circumstances characterising the notary public shall also be considered.
5. Where the notary public is not subjected to another disciplinary penalty within two years after applying reprimand or severe reprimand or suspension of the activity of the notary public, and within one year after applying warning, then it shall be considered that no disciplinary penalty has been imposed on the notary public.

A notary public may appeal in court against imposing a disciplinary penalty within two months after receiving the decision on imposing a penalty.

(Article 26 edited by HO-180-N of 19 October 2016)

Article 27. Property liability of the notary public

1. A notary public shall bear property liability prescribed by the Civil Code of the Republic of Armenia for the damage caused by an act or omission of a notary public.

If a notary public is dismissed, the Notarial Chamber shall act as a respondent in court with respect to cases on challenging the lawfulness of performance of notarial actions or provision of other notarial services by the notary public or rejection of performance thereof, and with respect to claims for compensation for the damage, including judicial costs, the dismissed notary public shall act as a respondent. The mentioned obligation of the notary public shall not be transferred by succession.

2. The notary public shall be obliged to have professional indemnity insurance in the amount of two-fold of the payment charged for the services provided in the previous year, but not less than AMD 6 million.
3. In the case prescribed by part 4 of Article 35.1 of this Law the damages caused by notaries public shall be compensated at the expenses of resources of the reserve fund.

(Article 27 edited by HO-180-N of 19 October 2016)

(the provision declared as contradicting the Constitution by Decision [SDVo-1271](#) of 10 May 2016 has been brought in line with the Constitution by the amendment to Article 20 of Law [HO-180-N of 19 October 2016](#))

Article 27.1. Liability of the notary public for failure to fulfil or improper fulfilment of the requirements of the Law of the Republic of Armenia “On combating money laundering and financing of terrorism” and legal acts adopted on the basis thereof

1. In case of failure to fulfil or improper fulfilment of the requirements of the Law of the Republic of Armenia “On combating money laundering and financing of terrorism” and legal acts adopted on the basis thereof the notary public shall be subject to liability as provided for by part 5 of Article 30 of that Law.

(Article 27.1 supplemented by HO-124-N of 21 June 2014)

Article 27.2. Liability of the notary public for failure to fulfil or improper fulfilment of the requirements of the Law of the Republic of Armenia “On non-cash transactions” or regulatory legal acts adopted on the basis thereof

1. In case of failure to fulfil or improper fulfilment of the requirements of the Law of the Republic of Armenia “On non-cash transactions” or regulatory legal acts adopted on the basis thereof the notary public shall be subject to liability prescribed by the Tax Code of the Republic of Armenia.

(Article 27.2 supplemented by HO-19-N of 18 January 2022)

(Law [HO-19-N](#) of 18 January 2022 has a transitional provision)

Article 28. Reports of the notary public

The notary public shall be obliged to submit each quarter to the Ministry of Justice and the Notarial Chamber a report on the notarial activities under the procedure established by the Minister of Justice.

(Article repealed by HO-180-N of 19 October 2016)

The notary public shall — in the manner and within the time limits — submit to the bodies provided for by law also statistical, tax and other reports explicitly provided for by law.

(Article 28 supplemented, amended by HO-180-N of 19 October 2016)

Article 29. Trainee and staff of the notary public

1. The notary public may have an assistant or other employees who are hired and dismissed by the notary public. The number of employees of the notary public shall be determined by the notary public.

Person not having higher education in law, as well as the notary public dismissed under sub-points 2, 7, 8 of point 1 of Article 17 of this Law may not be appointed as assistant to the notary public.

2. The notary public may have a trainee; the training of the trainee is carried out under the agreement concluded between the notary public and the trainee.

The trainee of the notary public may be a citizen of the Republic of Armenia having active legal capacity, who has higher or incomplete higher education in law and has no criminal record.

3. The notary public may concurrently have not more than two trainees.
4. The assistant to the notary public or the trainee thereof shall have the right to carry out the following actions:

- (1) receiving citizens or examining the documents submitted thereby;
- (2) providing consultation or other legal services;
- (3) carrying out notary records management;
- (4) preparing drafts for transactions and other legal documents;
- (5) summarising the notarial practice;
- (6) working with the archive;
- (7) performing other duties as prescribed by the notary public, except for the performance of notarial actions.

5. The rights and obligations of the assistant to the notary public or other persons working therewith shall be determined by the labour legislation of the Republic of Armenia and the employment contract concluded between them and the notary public.
6. The assistant to the notary public shall be obliged to undergo — in the manner and under the conditions prescribed by the Notarial Chamber — training organised by the Notarial Chamber at least once a year.

7. The Minister of Justice shall establish the procedure for involving a trainee by the notary public and undergoing training.

(Article 29 supplemented by HO-180-N of 19 October 2016)

CHAPTER 4.

NOTARIAL CHAMBER

Article 30. The Notarial Chamber

1. The Notarial Chamber is a professional non-commercial organisation of notaries public acting on the principle of self-governance and mandatory membership of notaries public. The Notarial Chamber shall carry out its activities in compliance with the Constitution of the Republic of Armenia, this Law, other laws and legal acts and the Charter thereof.
2. The Charter of the Notarial Chamber shall be adopted, amended, supplemented by the Notarial Chamber and it shall be registered by the Ministry of Justice.

Requirements for the charter of non-governmental organisations shall apply to the Charter of the Notarial Chamber.

Registration of the Notarial Chamber shall be carried out under the procedure defined for registration of non-governmental organisations.
3. The Notarial Chamber shall present and protect the interests of notaries public, assist them in performing notarial activities, participate in the qualification examinations, undertake measures for raising qualifications of notaries public and exercise other powers provided for by this Law.

4. The highest body of the Notarial Chamber shall be the Meeting of Members of the Notarial Chamber; the executive body shall be the Department of the Notarial Chamber.
5. The activities of the Notarial Chamber shall be funded from membership fees of notaries public and other sources not prohibited by law.
6. Supervision over the observance by the Notarial Chamber of the requirements of this Law, other legal acts and the Charter of the Chamber shall be exercised by the Ministry of Justice.

The Chairperson of the Notarial Chamber shall be obliged to forward a copy of decisions adopted by the Meeting, Department of the Notarial Chamber or by him or her to the Ministry of Justice within a period of three days once such decisions are adopted. The Ministry of Justice shall have the right to apply to the court requesting to declare as invalid decisions and other acts adopted by the Notarial Chamber or the official and bodies thereof that contradict law, legal acts and the Charter of the Notarial Chamber, or such decisions and acts that do not stem therefrom.

Right to exercise supervision over the Notarial Chamber shall be vested in other state bodies explicitly referred to in law.

(Article 30 supplemented, amended by HO-180-N of 19 October 2016)

Article 31. Composition of the Notarial Chamber

1. The Notarial Chamber shall be composed of all notaries public appointed under the procedure prescribed by this Law.
2. A notary public shall become a member of the Notarial Chamber from the day he or she is appointed to the office, and his or her membership shall terminate on the day he or she leaves the office.

Article 32. Ways to fulfil the objectives of the Notarial Chamber

1. To fulfil its objectives, the Notarial Chamber shall:
 - (1) establish relations with state and local self-government bodies, international organisations, unions of citizens;
 - (2) submit to the Ministry of Justice proposals on laws or other legal acts concerning the activities of notaries public, as well as recommendation for amending and supplementing them;
 - (3) summarises the results of activities of notaries public to ensure uniform practice of notarial actions;
 - (4) organise the training and qualification upgrade of notaries public;
 - (4.1) organise works for replenishing, record-keeping, maintaining and using archive documents of notaries public;
 - (5) exercise other powers provided for by this Law.
2. The list of paid staff positions of the Notarial Chamber shall be approved by the Meeting of Members of the Notarial Chamber.

(Article 32 supplemented by HO-180-N of 19 October 2016)

Article 33. Meeting of Members of the Notarial Chamber

1. The Meeting of Members of the Notarial Chamber shall be convened at least once a year.
2. The extraordinary Meeting of Members of the Notarial Chamber shall be convened by the Chairperson of the Department of the Notarial Chambers on own initiative, based on the proposal of at least one fifth of the total number of members the Department of the Notarial Chamber or of members of the Notarial Chamber. Where the Chairperson of the Department fails to convene an

extraordinary meeting within 20 days, the persons having put forth the proposal shall have the right to convene an extraordinary meeting.

3. The Meeting of Members of the Notarial Chamber shall be convened and held by the Department of the Notarial Chamber, which shall notify the members of the Chamber of the venue, time and agenda of the meeting two weeks prior.

The Meeting of Members of the Notarial Chamber shall be chaired by the Chairperson of the Department of the Notarial Chamber, and in his or her absence — by the deputy thereof.

Notaries public and the Ministry of Justice shall be notified of the venue and time of the Meeting of Members of the Notarial Chamber not later than twenty days before the meeting. A representative from the Ministry of Justice shall attend the meeting.

4. A notary public shall participate in the Meeting of Members of the Notarial Chamber in person.
5. The Meeting of Members of the Notarial Chamber shall have quorum where at least two thirds of the members of the Chamber are present. Decisions of the Meeting of Members of the Chamber shall be adopted through open or secret ballot, by the majority of votes of participants, except for the cases provided for by this Law.
6. The Meeting of Members of the Notarial Chamber shall be competent to resolve any issue under the competence of the Notarial Chamber.

Article 34. Competence of the Meeting of Members of the Notarial Chamber

1. The highest body of the Notarial Chamber is the general meeting of the members thereof, which shall decide on any issue under the competence of the Notarial Chamber.

2. The exclusive competence of the Meeting of Members of the Notarial Chamber includes:

- (1) adopting the Charter of the Notarial Chamber, making amendments and supplements thereto;
- (2) approving the annual report of the Notarial Chamber;
- (3) electing and dismissing the Chairperson of the Notarial Chamber, members of the Department;
- (4) approving the balance sheet on revenues and expenses of the Notarial Chamber;
- (5) approving the representatives of the Notarial Chamber in the composition of the Qualification Commission for notaries public, upon recommendation of the Department of the Notarial Chamber;
- (6) approving the membership fees for members of the Notarial Chamber;
- (7) approving the list of paid staff positions and salaries for employees of the Notarial Chamber;
- (8) approving the code of notary ethics.

Resolution of issues under exclusive competence of the Notarial Chamber may not be transferred to the Department of the Notarial Chamber or other body thereof.

3. The Meeting of Members of the Notarial Chamber shall be entitled — for valid reasons — to allow the Department making changes in the balance sheet of the Notarial Chamber, which shall be presented at the upcoming Meeting of Members of the Notarial Chamber for approval.

Article 35. The Department of the Notarial Chamber

1. The Meeting of Members of the Notarial Chamber shall elect the Department which comprises of the Chairperson, Deputy Chairperson and three members. The Chairperson of the Department of the Notarial Chamber shall concurrently act as the Chairperson of the Notarial Chamber. The Chairperson of the Notarial Chamber and the members of the Department shall perform their duties without ceasing their main work, i.e. on a voluntary basis.
2. The Chairperson of the Notarial Chamber and the composition of the Department shall be elected by the Meeting of Members of the Notarial Chamber, by secret ballot, by the majority of votes of the participants of the meeting.

Elections of the Chairperson of the Notarial Chamber, his or her deputy and members of the Department shall be held separately.

Where more than two candidates are nominated for the position of chairperson of the Notarial Chamber or the deputy and none of them receives the required number of votes, repeated ballot shall be held and two candidates having received the greatest number of votes shall participate.

Where a ballot is cast for two candidates and none of them is elected, then new election is held.

3. The term of office of the Department and the Chairperson shall be four years. The members of the Department and the Chairperson may not be elected to the same positions for more than two consecutive terms.
4. Sessions of the Department shall be convened at least once in three months.

Sessions shall be convened and held by the Chairperson of the Department, and in his or her absence — the deputy thereof. The Department may discuss issues and render decision, where more than half of the members of the Department

participate therein. Decisions of the Department shall be adopted by the majority of votes. In case of a tie, the Chairperson of the Department shall have the casting vote.

5. The Department of the Notarial Chamber:

- (1) shall enable accomplishment of statutory objectives of the Notarial Chamber and enforcement of decisions adopted by the Meeting of Members;
- (2) shall represent the Notarial Chamber in the relations with organisations, submit recommendations and opinions on behalf of the Notarial Chamber, if required;
- (3) shall present to the Meeting of Members of the Notarial Chamber the candidates for representatives of the Notarial Chamber;
- (4) may involve other notaries public not included in the composition of the Department of the Notarial Chamber, to achieve the objectives thereof;
- (5) shall draft forms of legal documents and ensure continuous consultations and awareness-raising among notaries public;
- (6) shall maintain revenues and expenses of the Notarial Chamber and balance sheet on fees of its members;
- (7) shall organise training courses for notaries public and assistants to notaries public.

6. The Chairperson of the Chamber is a notary public *ex officio*.

The Chairperson of the Chamber shall:

- (1) convene meetings and sessions of the Department;
- (2) draw up the minutes of sessions of the Meeting and the Department;
- (3) act on behalf of the Chamber without a power of attorney, present the interests thereof;

- (4) dispose the property of the Chamber, conclude agreements on behalf of the Chamber, including employment contracts;
 - (5) perform functions of an employer for payroll employees of the Chamber;
 - (6) perform other functions reserved to the competence of the Notarial Chamber by this Law and authorised by the Meeting, except for the exclusive powers of the general meeting.
7. The Chairperson of the Department of the Notarial Chamber, his or her deputy, other members of the Department and employees of the Chamber shall not have the right to disclose information on notarial actions that have become known to them while acting in their official capacity in the Department. Such information shall be disclosed only upon the permission of the Notarial Chamber.

The mentioned persons shall be obliged to keep the notarial secret also when leaving the Department or leaving the office.

8. ***(part repealed by HO-108-N of 11 June 2004)***

(Article 35 edited, amended by HO-108-N of 11 June 2004, amended, supplemented by HO-180-N of 19 October 2016)

Article 35.1. Reserve fund of the Notarial Chamber

1. To guarantee compensation for damages caused by notaries public, the Notarial Chamber shall establish a reserve fund (hereinafter referred to as “reserve fund”) by way of capitalising in a bank account at least ten percent of the membership fees of notaries public.
2. Bank interests accrued shall be channelled to the reserve fund.
3. The Meeting of Members of the Notarial Chamber may set higher proportions of fees transferred to the reserve fund.

4. The damages caused by the notary public shall be compensated from the reserve fund based on a judicial act, where the amount of the damage exceeds the insurance amount of the notary public, and it is impossible to fully cover the damage at the expense of the personal property of the notary public.
5. The reserve fund shall be used solely to compensate the damage caused by the notary public. Confiscation shall not be applied to the reserve fund against the liabilities of the Notarial Chamber.
6. Requirements of this Article shall be applicable also in cases of dismissal of a notary public or declaring the latter as bankrupt.

(Article 35.1 supplemented by HO-180-N of 19 October 2016)

CHAPTER 5.

PROCEDURE FOR PERFORMING NOTARIAL ACTIONS AND REQUIREMENTS SET THEREFOR

Article 36. Notarial actions as performed by the notary public

1. The notary public shall perform the following notarial actions:
 - (1) certifying transactions (contracts, wills, powers of attorney, agreements, etc.);
 - (2) undertaking measures for preserving property of succession;
 - (3) issuing a certificate of succession;
 - (4) issuing certificates of ownership attesting to the right to a share of property under common joint and common shared ownership;

- (5) certifying authenticity of copies of documents or of excerpts therefrom;
- (6) certifying the authenticity of signatures on documents;
- (7) certifying the authenticity of translation of documents;
- (8) acknowledging the fact that the person is alive;
- (9) acknowledging the fact that the person is at a certain place;
- (10) acknowledging the fact that the person depicted on the picture and the citizen are the same individual;
- (11) acknowledging the time of submitting documents;
- (12) transferring applications, statements or other documents of natural persons or organisations to other natural persons or organisations;
- (13) depositing, keeping, transferring or returning money or securities, precious metals, stones, and issuing a certificate;
- (14) accepting documents for custody;
- (15) securing evidence;
- (16) certifying the minutes of the session of the general meeting or other collegial body of an organisation;
- (17) transferring for trust management the property of succession;
- (18) issuing certificates attesting to the powers of the executor of will;
- (19) annulling previously issued certificates of succession upon consent of all heirs;
- (20) certifying authenticity of the signature of the translator in whom they have vested trust;
- (21) issuing an endorsed writ of execution;

(21.1)

(22) issuing duplicates of notarial acts;

(22.1) submitting to the authorised body entitled to perform state registration the applications for state registration of rights arising from the transactions that give rise to, change and transfer rights over the immovable property;

(23) carrying out other notarial actions provided for by law.

2. Particular notarial actions referred to in this Article may be carried out by officials explicitly provided for by the Civil Code.
3. To identify the heirs and potential creditors, a notary public shall publish a communication on opening the will in the domain designated for that purpose.
4. When performing notarial actions, a notary public and other persons performing notarial actions may use the electronic databases maintained by state bodies, may obtain personal data as prescribed by the decision of the Government of the Republic of Armenia to exercise powers thereof.
5. In addition to the notarial services provided for by this Article, the notary public shall provide the following services:
 - (1) arranging for state registration of rights arising from transactions that give rise to, change, terminate and transfer rights over property;
 - (2) performing functions of a service office of state bodies in cases provided for by law or the decision of the Government of the Republic of Armenia;
 - (3) notifying the bodies entitled to register the rights over property on making a preliminary notice with regard to the right over property, for the purpose to meet the requirement for state registration of rights arising from transactions;
 - (4) acknowledging legal facts.

(Article 36 supplemented by HO-180-N of 19 October 2016, HO-388-N of 16 July 2020)

(the amendment to Law [HO-586-N](#) of 23 December 2022 shall bring the Article into force on the day following the launch of the electronic system necessary for electronic submission to the notary public of an application on issuing a payment order)

(Law [HO-586-N](#) of 23 December 2022 has a transitional provision and a final part)

Article 36.1. Notarial act

1. A decision rendered as a result of notarial actions as performed by a notary public, acknowledgement or certification of a transaction or another document, the endorsed writ of execution shall constitute a notarial act.
2. The notarial act must include the following:
 - (1) the number assigned, year, month, date of adoption of the notarial act;
 - (2) the notarial district, name and surname of the notary public;
 - (3) the document identification code;
 - (4) the signature and seal, embossed seal of the notary public, and where documents are certified electronically as envisaged by this Law — electronic digital signature and electronic seal;
 - (5) the amount of the state duty and the fee for the services provided by the notary public, if applicable;
 - (6) other mandatory conditions prescribed by law.

(Article 36.1 supplemented by HO-180-N of 19 October 2016, HO-316-N of 13 December 2017)

(the amendment to Law [HO-586-N](#) of 23 December 2022 shall bring the Article into force on the day following the launch of the electronic system necessary for electronic submission to the notary public of an application on issuing a payment order)

(Law [HO-586-N](#) of 23 December 2022 has a transitional provision and a final part)

Article 37. Performing notarial actions

1. All notarial actions shall be performed by any notary public, except for the cases provided for by this Law.
2. Any person may apply to the notary public to perform a notarial action (including electronically), except for the cases provided for by law.
3. An application shall be submitted to the notary public electronically in observance of the requirements prescribed by the Law of the Republic of Armenia "On electronic document and electronic digital signature".

(Article 37 supplemented by [HO-180-N](#) of 19 October 2016)

Article 38. Restrictions on performing notarial actions

1. A notary public or an official performing particular notarial actions shall not have the right to perform notarial actions in the name and on behalf thereof, his or her spouse, parents, children, brothers, sisters, grandchildren, grandfather, grandmother, or his or her spouse, as well as employees of the given notarial office.
2. A notary public or an official performing notarial actions and their relatives referred to in point 1 of this Article may not act as transaction intermediaries or witnesses.

3. The restriction provided for by points 1 and 2 of this Article shall apply also to such notarial actions that are performed by the organisation, where:
 - (a) the head is the spouse of the notary public;
 - (b) more than 50 percent of the shares (stocks, units) are owned by the notary public or his or her spouse.
4. The restriction provided for by this Article shall not apply to the certification of such transactions that are conducted through public bidding.
5. Where only the notary public referred to in this Article is to perform, in compliance with law, the notarial actions in relation to the persons referred to in this Article, then the notary public having the power to perform such notarial actions shall be determined by the Notarial Chamber.
6. The notarial actions performed in violation of the requirements of this Article shall be null and void.

Article 39. Language of notarial actions

1. Notarial actions shall be performed in literary Armenian.

Only the documents drawn up in literary Armenia shall be subject to certification or acknowledgement, unless otherwise provided for by law. Documents used in the territory of the Republic of Armenia, including contracts requiring state registration of the rights arising from transactions shall be drawn up only in Armenian.
2. Transactions concluded with foreign organisations or foreign citizens or stateless persons or between them, as well as documents enabling performance of activities abroad may, along with Armenian, be certified or acknowledged also in a foreign language (languages), where the notary public has sufficient command of that language. Where the notary public and/or the party have no sufficient

command of the language of documentation, he or she shall invite a translator. In this case, the document shall be signed also by the translator in the manner prescribed. A specific indication on the service thereof shall be made in the text of the document.

3. The texts of the documents certified or acknowledged both in Armenia and in a foreign language (languages) may be laid down consecutively or side-by-side, provided that in case texts are laid down consecutively, the Armenian text is placed on top, and in case they are set down side-by-side, the Armenian text is placed on the left side.
4. Documents certified or acknowledged both in Armenia and in a foreign language shall have equal legal power. In case of inconsistency between the documents certified or acknowledged both in Armenia and in a foreign language, preference shall be given to the document certified or acknowledged in Armenian.
5. Texts of the certified or acknowledged document in different languages must be signed and certified or acknowledged separately, as prescribed by this Law.
6. Where the person has no command of the language in which the document is drawn up, he or she may sign it in the language he or she speaks.
7. The person who has no command of Armenia may participate in the notarial actions with a translator.
8. The document certified or acknowledged in violation of the requirements of this Article shall have no probative value provided for by this Law.

Article 40. Establishing the identity, legal capacity or active legal capacity of the person having applied for a notarial action

1. When performing notarial actions, the notary public shall be obliged to verify the identity and active legal capacity of natural persons, their representatives or

representatives of the organisation, as well as the legal capacity of organisations having applied for notarial actions, except for cases of applying for consultation or other notarial services not constituting a notarial action, as well as for notarial actions provided for by sub-points 5-7 of point 1 of Article 36 of this Law.

When performing notarial actions based on a power of attorney, a notary public shall be obliged to verify the powers of the authorised parties.

2. The identity and active legal capacity of a natural person shall be established through identification documents and in case of electronic certification of documents — by availability of a valid electronic signature.

Legal capacity of an organisation shall be established based on the requirements of the legislation of the Republic of Armenia and the charter of the legal person.

Legal capacity of state or community bodies acting on behalf of the state or the community shall be established based on the requirements of the legislation of the Republic of Armenia and the charter of the bodies or institutions acting on behalf of the state or community.

(Article 40 amended by HO-180-N of 19 October 2016, supplemented by HO-316-N of 13 December 2017)

Article 41. Obligation of the notary public to request a document to perform notarial actions

1. A notary public shall request the persons having applied for notarial actions to submit necessary authorisations, permits, agreements or documents required by law and other legal acts, as provided for by legislation to perform the given notarial actions.

To certify the transactions involving acquisition, change or cessation of rights to a property, a notary public shall be obliged to request evidence attesting to the

rights to the property, as well as rights of a party to acquire, change or cease the rights to it, except for the cases provided for by law.

2. The obligation to prove the powers, rights, obligations or privileges of persons having applied for notarial actions shall lie with the persons having applied for such actions, and the obligation to determine the compliance of transactions entered by persons having applied for notarial actions or other notarial actions performed thereby with the law or other legal acts shall lie with the notary public.
3. Where a notary public has access to information from other bodies or persons through the unified electronic information system, the person having applied to the notary public shall not be required to submit information necessary to perform a notarial action.

(Article 41 amended, supplemented by HO-180-N of 19 October 2016)

Article 42. Requirements for documents prepared to perform notarial actions

1. Documents that do not include information on the year, month, date when such documents have been drawn up, or if they contain deletions or essential damages or additions or deleted words or blank and unfilled spaces for further completion or other corrections without explanatory notes, as well as documents written in pencil shall not be certified or acknowledged, as well as be accepted for performing notarial actions.

The sheets of document comprising more than one sheet must be bound and numbered.

2. The text of documents certified or acknowledged by a notary public must be explicit and clear, legible, contain no abbreviations, and the numbers and time

limits relating to the content of the document must be written in letters at least for the first time they are referred to; names of organisations, their organisation and legal form must not be presented in acronyms, while indicating their current address. In documents certified or acknowledged, surname, name and father's name (if available in the identification document) of a natural person must be written in full, also the names of bodies acting on behalf of the state or the community, their subordination (if applicable), current address must be stated in full.

During transactions certified the place of residence of natural persons, as well as the year, month, date of birth of natural persons must be set forth in full.

3. Where a witness or an interpreter participates in the notarial action, his or her surname, name and father's name (if available in the identification document), year, month, date of birth and place of residence must be stated in full.
4. The document certified or acknowledged by a notary public shall also state the time of certification or acknowledgement at the request of the applicant.
5. The documents failing to meet the requirements of laws or other legal acts and containing information that disgrace the honour and dignity of citizens shall not be accepted for notarial actions.
6. The documents certified or acknowledged shall be paginated sequentially.
7. The document certified or acknowledged in violation of the requirements of points 1-3 and 5-6 of this Article shall have no probative value provided for by this Law.
8. A document certified or acknowledged by a notary public shall be invalid where it fails to state the year, month and date of the transaction, or similarly the year, month and date when the document has been certified or acknowledged, or the name and surname of the party. The documents referred to in this part, as well

as those not signed by a transaction participant or written in pencil shall be null and void.

(Article 42 amended by HO-180-N of 19 October 2016)

Article 43. Number of copies of documents certified by the notary public

1. The number of copies of document certified or acknowledged by a notary public shall be determined by persons having applied for certification or acknowledgement, but such documents must be drawn up at least in two copies, one of which shall be kept with the notary public.

All certified or acknowledged copies shall have equal legal power; however, the copy kept with the notary public shall be deemed to be the original copy of the document certified or acknowledged by a notary public, and in case of discrepancies between the original copy and other copies preference shall be given to the original copy. In case documents are certified electronically, special rules regarding the original copy of an electronic document shall be provided for by the Law of the Republic of Armenia "On electronic document and electronic digital signature".

2. The certificate of succession shall be drawn up for each heir separately.

(Article 43 edited by HO-108-N of 11 June 2004, supplemented by HO-316-N of 13 December 2017)

Article 44. Procedure for signing documents certified or acknowledged by the notary public

1. Documents certified or acknowledged by a notary public shall be signed in the presence of a notary public. Where an agreement or other document is signed in the absence of a notary public, the person signing the document must confirm

that the document has been signed by him or her. The notary public shall have the right not to request the person signing the document in his or her absence to confirm such act in the presence of the notary public, where the latter has officially obtained the sample of the signature of the person having signed the document. The provisions provided for by this part shall not apply to electronic contracts provided for by part 4 of Article 55 of this Law.

2. A notary public shall read entirely the transactions performed in the presence of witnesses.
3. Where a person cannot sign due to physical impairment, disease or illiteracy, the document may — upon his or her instruction, in the presence thereof and the notary public — be signed by other person. The signature of the latter must be certified by the notary public, by indicating the reasons due to which the document cannot be signed by the person having applied for performing a notarial action.
4. Where a notarial act is drawn up with participation of a person who has hearing disorder but can read, then he or she shall read the document and state clearly to that effect and that it expresses his or her will. The notary public shall make a relevant indication thereon in the document.

When the participant is a person who has hearing disorder but can read and write, he or she shall read the document and write down in the end of the document, before the signature of the notary public, that he has read the document out loud and approves it.

5. Where persons having hearing, speech disorders cannot read the document, a notary public shall, in addition to the witnesses, invite a sign language interpreter who can communicate with the mentioned persons. The sign language interpreter shall communicate with the person having hearing and speech disorder and convey to the notary public that the document expresses his or her will and that he or she approves it.

- 5.1. Where a party to the transaction is a person having visual disorder, the notary public shall read out loud the content of the transaction fully, in the presence of at least two witnesses. The witnesses shall acknowledge by affixing a signature on the transaction the fact that that the notary public has read out the content of the transaction and clarified it to the parties in their presence.
6. Once the document is read out, each party shall sign it. The transaction conducted in the presence of a witnesses shall be signed by the witnesses, and where a translator is involved — also by the translator. The notary public shall sign the transaction immediately after them.
- 6.1. In cases prescribed by parts 3, 5 and 5.1 of this Article, as well as point 5 of part 1 of Article 52, the transaction shall be certified electronically. A notary public shall not bear property liability for electronic certification of the transaction concluded in the cases provided for and under the procedure prescribed by this Article, unless the party demonstrates that the notary public had been aware of the fact or should have known about the restriction prescribed by this part.
7. The document certified or acknowledged in violation of the requirements of this Article shall have no probative value provided for by this Law.

(Article 44 amended by HO-108-N of 11 June 2004, HO-11-N of 28 April 2014, amended, edited, supplemented by HO-180-N of 19 October 2016, supplemented by HO-316-N of 13 December 2017)

Article 45. Procedure for making corrections to documents certified or acknowledged by the notary public

(title edited by HO-180-N of 19 October 2016)

1. A notary public shall correct linguistic errors or misprints in documents certified or acknowledged thereby, unless they change the essence and content of the document. Corrections must be made in a way that all errors and corrections are

readable in the initial text. Corrections shall be made in all copies of documents, except when it is impossible to submit all copies. The rules of this part shall apply also to the documents certified or acknowledged by another notary public, which have been transferred to the notary public concerned.

2. In cases when a digit in a number or a letter in a word is omitted, or the digit or word is written incorrectly in the certified or acknowledged documents, they shall be circled and the correct full number or word shall be written. The notary public must note all the corrections.
3. Where it is impossible to make corrections to the certified or acknowledged document, the notary public shall make the correction in the form of a separate document, make a note on it and attach it to the certified or acknowledged document. The correction in the form of a separate document shall constitute the integral part of the certified or acknowledged document.
4. It shall be specified in the note that the correction has been made by the notary public, as well as the day, month and year it has been made. The note shall be signed and sealed by the notary public.
5. Persons having participated in the notarial actions shall not have the right to make corrections, amendments or supplements to the certified or acknowledged document.
6. The corrections made in violation of the requirements of this Article, any other amendments and supplements to the certified or acknowledged documents shall be null and void.

(Article 45 edited by HO-180-N of 19 October 2016)

Article 46. Translator

1. During notarial actions translator may be the person having qualification certificate on language proficiency, who has the trust of the notary public, except

for the cases provided for by this Law. The choice of a translator shall be agreed with the parties while certifying the transaction in a foreign language or providing clarifications to the party not having a command of Armenian language. The procedure for issuing qualification certificates shall be approved by the Government. The form of the qualification certificate shall be established by the Minister of Justice.

A sign language interpreter shall also be considered a translator.

The qualification certificate shall be terminated by a commission established by the decision of the Government of the Republic of Armenia, where:

- (1) the notary public having issued a document on vesting trust notifies in writing of losing trust, and no other notary public vests trust in him or her;
- (2) the translator has committed a grave violation or has committed the violation maliciously;
- (3) the translator has submitted false documents to obtain a certificate;
- (4) the translator has failed to keep the information constituting notarial secret;
- (5) the translator filed an application on terminating the qualification certificate;
- (6) the translator has died, has been declared as having no active legal capacity or missing;
- (7) training results are negative.

A person with qualification shall undergo training under the procedure prescribed by the Minister of Justice of the Republic of Armenia at least once in three years.

2. A translator may not be a participant or witness in a notarial action. The translator may be a person employed by the notary public.
3. A translator must provide to the notary public and the parties detailed translation of the content of the document certified or acknowledged and guarantee that the

translation is provided thereby accurately and completely. The notary public shall make a relevant notation thereon.

4. Payment for the services of the translator shall be made by the parties.
5. Prior to performing the notarial action, a notary public shall be obliged to warn the translator of the need to keep the notarial secret.
6. The translator shall bear property liability for the damage caused due to inaccurate or incomplete translation provided thereby, as prescribed by the civil legislation.
7. The following persons may not act as translators:
 - (a) a witness participating in the notarial action;
 - (b) a person who benefits from the notarial action.
8. In the absence of a sign language interpreter having a qualification certificate, the person recommended by a specialised organisation as a sign language interpreter shall participate in the capacity of a translator while performing a notarial action.

In the absence of a translator residing in the Republic of Armenia who has a qualification certificate in the language of a national minority, the person recommended by the head of the non-governmental organisation established to protect the rights of the given national minority shall participate in the capacity of a translator while performing a notarial action, and in the absence of such non-governmental organisation — the person recommended by the head of the community or administrative district of the place of residence of the national minority.

(Article 46 edited by HO-11-N of 28 April 2014, amended, edited, supplemented by HO-180-N of 19 October 2016, supplemented by HO-353-N of 13 June 2018)

Article 47. Witness

1. A witness shall be present during a notarial action only in the cases provided for by law. Based on the proposal of the parties, a notary public shall perform notarial actions with participation of a witness (witnesses).
2. The witness must be present when the document to be certified is read out by the notary public, is signed and certified by the notary public, unless otherwise provided for by law.
3. A notary public shall be obliged to warn the witness of the requirement to keep the notarial secret before the notarial action is performed, on which a relevant record is made.
4. Witnesses may be only persons having full active legal capacity.
5. The following persons may not act as witnesses:
 - (1) the notary public, other persons performing a notarial action, spouses thereof, their parents, children, brothers, sisters, grandchildren, grandfather or grandmother or that of their spouses’;
 - (2) the translator participating in the notarial action;
 - (3) the person who benefits from the notarial action;
 - (4) illiterate persons or other persons who cannot read the document to be certified or acknowledged by a notary public;
 - (5) persons having no adequate command of Armenian language, except for the case when a closed will is drawn up.
6. The witness shall — at the request of the notary public — be obliged to make a statement to the effect that he or she complies with the requirements provided for by this Article that rule out acting as a witness. In this case the notary public shall not bear liability for the consequences of untruthful statement made by the

witness, unless it is demonstrated that the notary public had been aware of the fact or should have known that the content of the statement was not true.

(Article 47 amended by HO-180-N of 19 October 2016)

Article 48. Interpretation by the notary public of documents submitted for notarial actions

1. A notary public shall have the right to interpret the documents submitted for notarial actions by taking the literal meaning of words and phrases used therein. The notary public shall interpret certain terms or provisions of documents in compliance with the requirements of Articles 8 and 447 of the Civil Code only where their literal meaning is not clear.
2. In determining the scope of powers of the authorised person, a notary public must take only literal meaning of the words and phrases used in the power of attorney. The power of attorney shall entitle only to actions prescribed therein or to conclude transactions provided for therein. A notary public shall not have the right to grant a person additional powers or deprive him or her of powers through interpretation of the power of attorney.

The provisions of a power of attorney, which are blurred and authorise to perform unreasonable actions, or which fail to authorize to perform transactions or provide for unclear powers shall not be taken as a ground for performing transactions or other notarial actions.

Where the power of attorney provides for a procedure, conditions, manners for performing actions or concluding transactions or other requirements (venue, time limit, price, etc), the notarial actions must be performed in strong compliance with such requirements.

3. Where such notarial actions are performed, which involve interpretation of a document the notary public shall be obliged to record the content of the interpretation, which is confirmed by the signature of the notary public and endorsed with a round seal, and is attached to the document submitted or the copy thereof.

Article 49. Certification endorsement

1. When performing notarial actions to be certified, a notary public shall make relevant certification endorsement on each document certified, which states in particular the name, surname of the notary public, notarial district, type of the notarial action performed, year, month, date (in letters) of performance thereof, relevant registration number assigned in the logbook, as well as the statement of the notary public to the effect that the identity, legal capacity or active legal capacity of the participants of the notarial action are verified.
2. Certification endorsements on documents certified in a foreign language may be made in the corresponding language.
3. The standard forms of the certification endorsements shall be approved by the Minister of Justice, upon recommendation of the Notarial Chamber.
4. *(part repealed by HO-180-N of 19 October 2016)*
5. A document certified in violation of the requirements of this Article shall have no probative value provided for by this Law.

(Article 49 amended by HO-180-N of 19 October 2016)

Article 50. Registration of notarial actions

1. All notarial actions performed by the notary public shall be recorded in the notary logbook.

2. A separate number shall be assigned to each notarial action, which is mandatorily referred to in the documents issued by the notary public, as well as in certification endorsements.
3. The template of a notary logbook and the [procedure](#) for making records in the logbook shall be established by the Minister of Justice.

Article 51. Delaying or suspending performance of notarial actions

1. Notarial actions shall be performed on the day when the required documents are submitted.
2. Performance of a notarial action may be delayed for not more than 10 days upon the written and reasoned application of the interested person, whereby he or she tries to dispute in court the right of a person to perform a notarial action. Where the notary public receives no decision from the court within the specified time limit that puts a ban on the notarial action, he or she shall perform the notarial action. Where the notary public receives a court decision within the specified time limit that puts a ban on the notarial action, then performance of the notarial action shall be suspended until the court removes the ban.

The person having made a request for suspending the notarial action on the ground provided for by this point shall be obliged to compensate for the damage caused to the party due to unjustified suspension. The notary public shall warn thereof in writing the party having submitted a request for suspension.

3. The performance of notarial actions may be delayed:
 - (1) in case the necessary information, documents, agreements or other documents provided for by the legislation are missing, or the requirements of the procedure prescribed by the legislation for performing the given notarial action are not observed;

- (2) in case the notary public has sent the documents for expert examination;
- (3) in case need for detailed study by the notary public of the submitted document arises;
- (4) in case it is necessary for the notary public to obtain relevant information or documents from organisations to perform a notarial action;
- (5) in other cases and time limits provided for by law.

The time limit for performance of notarial actions on the grounds provided for by sub-point 1 of this point shall be delayed until the date when required information, documents, agreements provided for by the legislation are submitted, or when the evidence on fulfilling requirements with regard to the procedure for performance of notarial actions are submitted to the notary public.

The time limit for performance of notarial actions on the grounds provided for by sub-point 2 of this point shall be delayed until the day following furnishing the expert opinion to the notary public.

The time limit for notarial actions on the grounds provided for by sub-point 3 of this point may be delayed for up to ten days.

The time limit for performance of notarial actions on the grounds provided for by sub-point 4 of this point shall be delayed until the day following receipt of relevant information or documents by the notary public, but this period not to exceed 30 days.

4. Where there are grounds for delaying or suspending performance of notarial actions, a notary public shall at the request of the applicant render a written decision on delay or suspension, which shall state the legal grounds for delay or suspension, and in the case provided for by sub-point 3 of point 3 of this Article — also the time limit for delay. One copy of the decision on delaying or

suspending performance of a notarial action shall be provided to persons having applied for performance of notarial actions. Where the notary public accepts documents from the applicant during the delay or suspension of performance of notarial actions, the decision on delay or suspension must state in detail the names of documents accepted, when and who has drawn up or issued such documents and other necessary information.

Article 52. Rejecting performance of notarial actions

1. A notary public shall reject performance of a notarial action where:
 - (1) performance of a notarial action fails to comply with law, other legal acts or the charter of the organisation;
 - (2) the document submitted or the notarial action requested is not subject to certification or acknowledgement by a notary public;
 - (3) the notarial action may not be performed by the given notary public under the law;
 - (4) a person having no active legal capacity or a person having no required authorisation or his or her representative having no active legal capacity or required authorisation has requested performance of a notarial action;
 - (5) although the person who has applied for performance of a notarial action has active legal capacity, he or she is in such a state at the particular moment that makes that person unable to understand the purpose of his or her actions or to control them;
 - (6) the applicant refuses to submit the documents provided for by law, other legal acts that are necessary to perform the notarial actions;
 - (7) the applicant fails to pay the state duty for a notarial action or fees for other services rendered by the notary public;

- (8) the notarial action must be performed in relation to the person wanted by a court decision, who evades criminal liability, or his or her property. The notary public shall reject performance of a notarial action on the ground referred to in this point only where he or she has received official information on wanted person from the individual or body having rendered decision on declaring the person wanted or from the Ministry of Justice.
2. Where there are grounds for rejecting performance of notarial actions, a notary public shall — at the request of the applicant — render a decision of rejection in writing, which shall state the legal grounds for rejection and the procedure for appealing against it. One copy of the decision on rejecting the notarial action shall be provided to persons having applied for such notarial actions.

Where no further examination is required for the submitted documents, a notary public shall render a decision on rejecting the notarial action on the very day of requesting the notarial action, or on the following day.

Where the submitted documents require further examination, a notary public shall render a decision on rejecting the notarial action within five days following the day when the notarial action has been requested.

(Article 52 supplemented by HO-108-N of 11 June 2004, edited by HO-180-N of 19 October 2016, amended by HO-235-N of 9 June 2022)

Article 53. Keeping and providing documents

1. The original copies of notarial acts shall be kept with the notary public who has certified them. Once the notarial actions have been performed, upon request of the parties, they shall be provided with duplicates of documents or excerpts therefrom which shall have equal legal power as the original copies.

2. A duplicate of the document or an excerpt therefrom must match the original copy thereof also in terms of orthography, punctuation, abbreviations of words. A notary public shall provide an excerpt from the document, where the remaining part of the document does not contradict the content of the excerpt.
3. A notary public shall be obliged to provide excerpts from the notary logbook upon the written request of natural persons or organisations on behalf or for the benefit whereof notarial actions have been performed.
4. A notary public shall — at the request of a prosecutor, the court, investigator or preliminary investigation body filed in writing as prescribed by the Criminal Procedure Code of the Republic of Armenia — provide them with a duplicate of a notarial act or an excerpt from the notary logbook in regard to criminal proceedings pending preliminary investigation or trial, or civil cases that relate to the notarial action performed. In cases provided for by law a notary public shall be obliged to provide the original copy of the document to the referred persons who shall provide their signature to the notary to confirm receipt of the document. In this case the notary public shall be obliged to keep with him or her the copy of the document provided, on which he or she shall make a notation to the effect that the original copy of the document is with the relevant body, by indicating the date on which the document has been provided. The decision on requesting the original copy of the document shall also be attached to the duplicate.

The court or the body having requested the original copy of the document shall — within three days after the relevant case or the proceedings are completed or where there is no further need to use the original copy of the documents — be obliged to return the original copy to the notary public.

5. The notary public shall — upon written request of the bodies having the right to exercise supervision over performance of notarial actions within the scope of

their competence — provide them with the notarial act, or its duplicate, or an excerpt from the notary logbook.

6. Extracting documents from the notarial case file shall be prohibited, except when:
 - (1) the transaction or the notarial action is declared invalid as prescribed by the legislation, provided that in such cases the original copies of documents submitted thereby shall be returned to parties. In this case the copy of the returned document, as well as the document on declaring the transaction or the notarial action invalid or the copy thereof shall be bound to the notarial case file.
 - (2) the document in the notarial case file is sent for expert examination as prescribed by law, provided that the expert examination thereof cannot be conducted without separating the document. After the expert examination of the document is completed, it shall be bound to the notarial case file.

A notary public shall make a notation on the last page of the cover of the notarial case file or on a separate paper on extracting a document from the notarial case file or replacing it with a copy, which is also bound as a last page in the notarial case file.

7. The procedure for notarial records management shall be established by the Minister of Justice, upon recommendation of the Notarial Chamber.
8. The procedure for keeping archives by notaries public shall be established by the Minister of Justice, upon recommendation of the Notarial Chamber.
9. The procedure for maintaining on-line databases for notarial acts and succession cases shall be established by the order of the Minister of Justice.

(Article 53 amended by HO-108-N of 11 June 2004, supplemented by HO-180-N of 19 October 2016, supplemented, amended by HO-235-N of 9 June 2022)

Article 54. Notarial actions performed by diplomatic representations and consular offices of the Republic of Armenia

1. Diplomatic representations and consular offices of the Republic of Armenia shall perform the following notarial actions:
 - (1) certifying transactions (contracts, wills, powers of attorney, etc), except for agreements on immovable property located in the Republic of Armenia;
 - (2) undertaking measures for preservation of the property of succession;
 - (3) issuing certificates of succession;
 - (4) issuing certificates of ownership attesting to the right to a share of property owned by persons under common joint ownership;
 - (5) certifying the authenticity of copies of documents and of their excerpts;
 - (6) certifying the authenticity of signatures on documents;
 - (7) certifying the authenticity of translation of documents;
 - (8) acknowledging the fact that the person is alive;
 - (9) acknowledging the fact that the person is at a certain place;
 - (10) acknowledging the fact that the person depicted on the picture and the citizen are the same individual;
 - (11) acknowledging the time of submitting documents;
 - (12) depositing, keeping, transferring or returning money or securities, precious metals, stones, and issuing a certificate;
 - (13) accepting documents for custody;
 - (14) transferring for trust management the property of succession;

- (15) issuing certificates attesting to the powers of the executor of will;
 - (16) annulling previously issued certificates of succession upon consent of all heirs;
 - (17) issuing duplicates of notarial acts.
2. Heads of diplomatic representations and consular offices of the Republic of Armenia shall perform notarial actions on behalf of the referred entities.
 3. Diplomatic representations and consular offices of the Republic of Armenia shall perform notarial actions as prescribed by this Law and other legal acts adopted in accordance therewith.

(Article 54 amended by HO-108-N of 11 June 2004, supplemented by HO-180-N of 19 October 2016)

CHAPTER 6.

CERTIFICATION OF TRANSACTIONS

Article 55. Transactions certified by the notary public

1. A notary public shall certify such transactions for which the law requires mandatory notarial certification.

A notary public may — at the request of one of the parties — certify also other transactions, even if the law does not require notarial certification for the particular type of transaction.

2. Transactions for making amendments or supplements to the transactions or early rescission thereof shall be certified by the notary public having certified the main transaction, except for the cases when the notary is substituted or dismissed.

In the absence of the notary public the notarial action provided for by part 2 of this Article shall be performed by the substitute notary public.

3. A notary public must request from the parties to submit the documents prescribed by this Law which are required to certify the given transaction, including evidence that the property or the title to such property belongs to the person disposing it (alienating, pledging, transferring for use or trust management, etc), and in case of a request to submit for state registration the rights arising from transactions that give rise to, change and transfer the rights to the immovable property — also the documents required for state registration of the rights to the property that are prescribed by the Law of the Republic of Armenia "On state registration of rights to the property".
4. The notary public may electronically certify contracts concluded by electronic digital signature (hereinafter referred to as "electronic contracts"). The procedure for electronic certification by the notary public of electronic contracts concluded by the notary public in the financial sector, the procedure for exchange of required documents, the standard forms of electronic contracts shall be established by the joint decision of the Minister of Justice of the Republic of Armenia and the Board of the Central Bank, and the procedure for certification of other contracts subject to electronic certification, the procedure for exchange of required documents, the standard forms thereof shall be established by the order of the Minister of Justice of the Republic of Armenia.

(Article 55 supplemented by HO-180-N of 19 October 2016, HO-316-N of 13 December 2017, HO-388-N of 16 July 2020)

Article 56. Certification of will

1. A notary public shall certify wills of persons having active legal capacity.
2. Certification of wills through representatives shall be prohibited.
3. When certifying the will, evidence attesting to the right of ownership or other right thereof over the bequeathed property shall not be required from the testator.
4. The will may be revoked or amended by the testator, by filing a relevant application or executing a subsequent will. The application on making amendments or supplements to the will, as well as on revoking them shall be certified by the notary public having certified the initial will, except for the cases when the notary public is substituted or dismissed.
 - 4.1. Where a notary public is substituted, the notarial action provided for by part 4 of this Article shall be performed by the substitute notary public.
5. In case of receiving an application on revoking the will, as well as receiving a new will revoking or amending the will, the notary public shall make a relevant notation on the copy of the will kept at the notarial office and in the logbook of notarial actions. The application on revoking or amending the will shall be certified under the procedure prescribed for certification of wills.
6. A notary public shall certify the will under the procedure provided for by the Civil Code and this Law.
7. After a notary public learns of the opening of succession he or she shall notify the heirs of existence of the will.
8. A notary public shall enter succession cases and wills into on-line databases for maintaining succession cases and wills.

(Article 56 edited, supplemented by HO-180-N of 19 October 2016)

Article 57. Certifying a power of attorney

1. The notary public shall certify a power of attorney on behalf of one or more persons and in the name of one or more persons.
2. A power of attorney granted by the right of reauthorisation shall be certified by a notary public under the procedure prescribed by law. The notary public shall certify the power of attorney granted by the right of reauthorisation, provided that the initial power of attorney is submitted. The power of attorney granted by the right of reauthorisation may not define more rights than the initial power of attorney. The validity period of the power of attorney granted by the right of reauthorisation may not exceed the validity period of the initial power of attorney.
3. The power of attorney must state the powers explicitly and clearly. Impersonal or ambiguous powers shall not be certified.
4. The procedure and conditions prescribed for powers of attorney shall apply to statements and/or agreements certified or acknowledged by the notary public.
5. After certification of the power of attorney, a notary public shall enter it into the on-line database for powers of attorney.
6. In case of receiving an application on renouncing the power of attorney or terminating the power of attorney the notary public shall enter the relevant information into the on-line database for powers of attorney.

(Article 57 supplemented by HO-180-N of 19 October 2016)

CHAPTER 7.

MEASURES TAKEN BY A NOTARY PUBLIC FOR PRESERVING PROPERTY OF SUCCESSION

Article 58. Preserving property of succession

1. For the protection of the rights of heirs, beneficiaries and other interested persons, the notary public of the place of opening of the succession shall take measures prescribed by the Civil Code and this Law and measures necessary for the preservation and management of the succession.
2. Measures for preservation and management of the property of succession shall be undertaken by the notary public on the basis of application of an heir, the executor of will, a creditor, a local self-government body or other persons acting in the interest of preservation of the property of succession.

Where necessary, a notary public shall have the right, upon his or her own initiative, to take measures for the preservation or management of the property of succession.

Article 59. Inventory-taking of composition of succession

1. A notary public shall take inventory and manage the composition of succession as prescribed by law for the purpose of preservation of the property of succession.

Inventory-taking of the composition of succession shall be made with the participation of interested persons wishing to participate in that action and no less than two witnesses.
2. The date of receiving the application (report) on taking measures for the preservation of the composition of the succession, the date of the inventory-

taking, names, surnames, places of residence of persons participating in the inventory-taking, the name, surname and father's name of the testator, the date on which the testator has deceased, the location of the composition being inventory-taken, information on whether the apartment, building or other construction belonging to the testator had been sealed before the arrival of the notary public and by whom, whether the lead seal or seal had been damaged, as well as the detailed description of items being inventory-taken, the appraised value and degree of wear of each of them must be indicated in the record on inventory-taking.

The notary public shall, upon own initiative or upon the request of participants of the inventory-taking, have the right to invite a valuation professional to appraise the property being inventory-taken.

The total number of the inventory-taken objects, and after the inventory-taking — the sum of the total number of objects shall be indicated at the end of each page of the record.

3. The entire property in the apartment, building or other construction of the testator shall be enlisted in the record on inventory-taking. Statements of neighbours, relatives and other persons on the belonging of separate objects to the testator shall also be enlisted in the record on inventory-taking, and the procedure for applying to court with a statement of claim on removing that property from inventory-taking shall be explained to interested persons.
4. Where inventory-taking is interrupted or continues for several days, the apartment, building or other construction shall be sealed by the notary public each time. Reasons for and time of terminating and resuming inventory-taking, as well as the condition of the lead-seal and seal during successive openings of the apartment, building or other construction shall be indicated in the record on inventory-taking.

5. The surname, name, father's name, date of birth and place of residence of the citizen in charge of preserving the transferred property, the name, number of his or her identification document, and when and by which authority that documents has been issued, shall be indicated at the end of the record.
6. The record shall be drawn up in no less than three copies. All copies shall be signed by the notary public, interested persons, witnesses, property appraiser (where invited) and the person who has accepted the property for custody.
7. Where it is impossible to take measures for the preservation of the composition of the succession (where heirs living with the testator or other persons object to the inventory-taking, they fail to submit the composition of the succession for inventory-taking, or it is removed, etc.), the notary public shall draw up a relevant record and inform interested persons and the Notarial Chamber thereon.
8. Where the property of succession is in various locations, the notary public of the place of opening the succession shall send a binding assignment on preservation and management of the succession to the notary public of the place of location of the relevant part of the property of succession, by informing the Notarial Chamber thereon.

Article 60. Taking measures for preservation of composition of succession by a notary public

1. Cash money or foreign currency included in the composition of the succession shall be placed on deposit with a notary public, and the currency, property made from precious stones or metals shall be deposited with a bank as prescribed by the Civil Code.

2. Preservation of property included in the composition of succession for circulation of which a permission or license is required, shall be exercised by a notary public as prescribed by the legislation on the respective property.
3. Property included in the composition of the succession that is not indicated in points 1 and 2 of this Article, where it does not require management, shall be transferred by a notary public under a custody agreement to one of the heirs and in case of impossibility of transferring it to the heirs, shall be transferred to a specialised organisation.
4. Where there exists property (a share in the equity (share) capital of an economic partnership or a company, securities, exclusive rights, etc) in the composition of succession, which needs not only preservation but management, a notary public as the founder of trust management shall enter into a trust management contract with respect to such property
5. The manager, heirs or other persons to whom has been transferred the property included in the composition of succession shall be warned of the liability provided for by law for peculation, damage, concealment, alienation of the property of succession and causing damage to heirs.

Article 61. Imposing measures for securing liability of heirs

1. After receiving the certificate of succession, heirs shall compensate the expenses provided for by the Civil Code proportionate to the value of the property of succession inherited by them.
2. The heir who has received succession either directly in case of opening of the succession or in case of transfer of the right to accept succession, shall bear liability proportionate to the value of the property of succession received on both grounds.

Heirs shall bear joint and several liability within the limits of the value of the property of succession inherited by them.

3. For the purpose of securing the expenses provided for by point 1 of this Article, the notary public shall put a lien on the relevant property received by heirs as succession, by informing the heirs, their creditors and competent state bodies thereon. The lien may be lifted from property indicated by this point only upon the consent of all creditors or in case of fulfilment by heirs of the liabilities indicated in point 1 of this Article.

CHAPTER 8.

ISSUING A CERTIFICATE OF SUCCESSION

Article 62. Certificate of succession

1. The certificate of succession shall be issued to heirs based on a written application submitted to the notary public of the place of opening of the succession, in the manner and within the time limits prescribed by the Civil Code.
 - 1.1. Heirs of deceased persons may apply in writing to any notary public of the notarial territory that is the place of opening of the succession and receive a certificate of succession from them.
 - 1.2. From among notaries public working in the same notarial territory, a certificate of succession to the property of the testator shall be issued by the notary public whereto the application on accepting succession has been submitted first.

- 1.3. Irrespective of the number of notaries public working in the same notarial territory, only one common journal for records and registration of succession cases may be maintained in the same notarial territory.
2. An heir having missed the time limit for accepting the succession may accept the succession upon the consent of all the other heirs having accepted the succession, which must be submitted in writing. Such consent of heirs shall be a ground for the annulment by a notary public of a previously issued certificate of succession and the issuance of a new certificate.
3. In case the property passes to the community by the right of succession, the certificate of succession shall be issued to the community, represented by the head thereof.
4. A previously issued certificate of succession shall be annulled, upon the consent of all the heirs, by the notary public having issued the certificate of succession, except for the cases of substituting the notary or dismissing him or her from office.

(Article 62 amended, supplemented by HO-180-N of 19 October 2016, supplemented by HO-353-N of 13 June 2018)

Article 63. Conditions for issuing certificates of succession by law and by will

1. In case of issuing certificates of succession by will or by law, a notary public shall verify the fact of death of the testator, the time and place of opening the succession, the kindred relationships or the availability of a will, and the composition of succession.

2. Before issuing a certificate of succession by will, the notary public shall also reveal the scope of persons having the right to share in the succession, by warning heirs by will of the liability for concealing the existence of legal heirs.
3. Where one or several heirs are deprived of the opportunity to submit evidence on the kinship granting the legal right to succession, they may be included in the certificate of succession upon the consent of all other heirs, and in case of absence of consent — through judicial procedure.

CHAPTER 9.

ISSUING CERTIFICATES OF OWNERSHIP ATTESTING TO THE RIGHT TO A SHARE OF PROPERTY UNDER COMMON JOINT OR COMMON SHARED OWNERSHIP

Article 64. Dividing the property under common joint or common shared ownership and partition of a share therefrom

1. Common property shall be divided among participants of common joint ownership, or the share of one of them shall be partitioned after preliminary determination of the share of each participant having the right to the common property.

The property under shared ownership may be divided between the participants thereof upon their consent.

2. The notary public shall certify the agreement on division or partition of a share from common joint or shared ownership property concluded by all the participants of the common joint or shared ownership and issue, on the basis

thereof, certificates attesting to the right of ownership to the relevant share or portion of the common or shared property belonging to them.

3. The certificate of the right of ownership shall be issued only to the property which is the joint or shared ownership of participants of joint or shared ownership and which exists on the day of certifying the agreement and issuing a certificate.
4. In case of death of one of the participants of common joint ownership, the notarial office of the place of opening the succession shall issue a certificate of ownership to the share due to them from the common property to the surviving participant or participants based on the written application thereof, by informing of it the heirs having accepted the succession.

The composition of the common property over a share whereof the surviving participant requests to issue a certificate of the right of ownership shall be indicated, as well as the property claims of the surviving participant (participants) shall be clarified in the notice — the right to apply to court in case of challenging by an heir.

5. The notary public may issue, upon consent of the surviving participants of common joint ownership, a certificate attesting to the right of ownership on the size of the share of the deceased participant of the common property.
6. Where the right to property is subject to state registration, the rights provided for by the agreement on division or partition of a share from common joint or shared ownership property certified by the notary public or by the certificate attesting to the right of ownership issued by the notary shall arise from the moment of state registration thereof.

CHAPTER 10.

CERTIFYING THE AUTHENTICITY OF COPIES OF DOCUMENTS OR EXCERPTS FROM DOCUMENTS

Article 65. Certifying the authenticity of copies of documents or excerpts from documents

1. A notary public shall certify the correspondence of copies of all documents issued and signed by organisations or signed by natural persons and of excerpts therefrom to the originals, unless it is prohibited by law.
2. The accuracy of the excerpt may be certified only when the document from which an excerpt is taken provides for solution of several separate and not interconnected issues. The excerpt from a document must reproduce the full text of the document on a certain issue.
3. The copy must correspond to the original in terms of spelling, punctuation, and shortening of words.
4. A copy of a document drawn up in a foreign language shall be certified only when the notary public has a command of the given foreign language. If the notary public does not have a command of the relevant foreign language, the copy of the document drawn up in a foreign language may be certified only after the certification of the translation of that document as prescribed by this Law.
5. The notary public shall certify the authenticity of a document issued by a natural person in the case when the signature of the natural person available on the document has been certified by the notary public.
6. By certifying the authenticity of the copy of the document, the notary public shall not certify or acknowledge the facts stated in the document but shall solely acknowledge that the copy of the document corresponds to the original.

(Article 65 amended by HO-390-N of 16 July 2020)

Article 66. Certifying the authenticity of a copy made from the copy of a document

A notary public shall certify the authenticity of a copy made from the copy of a document on condition that the authenticity of the copy is certified through notarial procedure or the copy of the document has been issued by the organisation which has issued the original document. In the latter case, the copy of the document must be stated on the letterhead of the given organisation and with an indication that the original documents is with them.

(Article 66 amended by HO-390-N of 16 July 2020)

CHAPTER 11.

CERTIFYING THE AUTHENTICITY OF SIGNATURES ON DOCUMENTS

Article 67. Certifying the authenticity of signatures on documents

1. A notary public shall certify the authenticity of signatures of natural persons available on all the documents which do not have the characteristics of a transaction.
2. By certifying the authenticity of the signature of a natural person, the notary public shall not certify or acknowledge the facts stated in the document but shall solely acknowledge that the signature has been put by a certain person.

CHAPTER 12.

CERTIFYING THE AUTHENTICITY OF TRANSLATION OF DOCUMENTS

Article 68. Certifying the authenticity of translation of documents

1. A notary public shall certify the authenticity of translation of a document only if he or she has a command of the relevant language. If he or she does not have a command of the relevant language, the document shall be translated by a translator trusted by the notary public and the authenticity of the signature of the translator shall be certified by the notary public.
2. By certifying the authenticity of the translation, the notary public shall not certify or acknowledge the facts stated in the document but shall solely acknowledge that the content of the translated documents corresponds to the content of the original.

CHAPTER 13.

ACKNOWLEDGING THE FACT THAT THE CITIZEN IS AT A CERTAIN PLACE AND ALIVE, AS WELL AS ACKNOWLEDGINH THE FACT THAT THE PERSON DEPICTED ON THE PICTURE AND THE CITIZEN ARE THE SAME INDIVIDUAL

Article 69. Acknowledging the fact that the citizen is at a certain place

1. A notary public shall acknowledge — based on the application of a citizen — the fact that he or she is at a certain place, and issue a certificate.
2. The fact that a person declared as having no active legal capacity is in a certain place shall be acknowledged based on the application of their legal

representatives (parents, adoptive parents, guardian), as well as the organisations under the care whereof the person declared as having no active legal capacity is.

(Article 69 edited by HO-180-N of 19 October 2016)

Article 70. Acknowledging the fact that a person is alive

A notary public may acknowledge that a person is alive, where he or she has appeared in person before the notary public or whom the notary public has visited personally. The notary public shall verify the identity of the person and acknowledge the fact that he or she is alive.

The surname, name and father's name of the person (if available in the identification documents), his or her year of birth, month, day, place, place of residence of the person, the year, month, day, time of acknowledging the fact, location of the person, as well as other information provided for by this Law shall be indicated in the documents confirming that a person is alive.

Article 71. Acknowledging the fact that the person depicted on the picture and the citizen are the same individual

The notary public shall acknowledge the fact that the person depicted on the picture and the citizen are the same individual.

CHAPTER 14.

TRANSFERRING APPLICATIONS, STATEMENTS AND OTHER DOCUMENTS OF NATURAL AND LEGAL PERSONS TO OTHER NATURAL AND LEGAL PERSONS

Article 72. Transferring applications, statements or other documents

1. A notary public shall transfer applications, statements or other documents of organisations or natural persons to other organisations or natural persons with signature or send to them via post with acknowledgement of receipt.
2. Applications, statements or other documents may be transferred, upon consent of persons having submitted them, by fax, with the use of computer networks and other technical, electronic communication means, or in person. Costs related to the transfer of applications, statement or other documents shall be incurred by the person upon whose request the application, statement or other document is transferred.
3. Upon the request of the person having issued applications, statements or other documents, relevant information shall be provided thereto on the transfer of the application, statement or other document.

CHAPTER 15.

ACCEPTING FOR DEPOSIT, KEEPING, TRANSFERRING AND RETURNING MONEY AND SECURITIES

Article 73. Acceptance for deposit, keeping and returning money and securities

1. In cases provided for by law, a notary public shall accept for deposit money (Armenian dram or foreign currency) or securities from debtors for the purpose of fulfilment of obligations, as well as in other cases provided for by law, for the purpose of transferring them to the creditor. When accepting for deposit moneys or securities from debtors for the purpose of fulfilment of obligations, the notary public shall request that the depositor (debtor) clearly indicates in the application thereof, besides the name and place of residence (location) thereof, also the person authorised to receive the deposit and the time period for keeping money or securities as deposit. The person having transferred the money or securities as deposit may make an amendment or supplement to the conditions of the deposit upon the application thereof. The deposit may be terminated upon the application of the person having transferred the deposit.

In cases provided for by regulatory legal acts prescribing the procedure for operations conducted with state securities, as well as securities issued by the Central Bank of the Republic of Armenia, a notary public shall accept as deposit pledged money from the Central Bank of the Republic of Armenia for the purpose of transferring them to the creditor. In that case, information on sub-custodians of the pledger and the pledgee and the time limits for keeping money as deposit shall be clearly indicated in the application of the Central Bank in addition to its name and location. The Central Bank of the Republic of Armenia may make an amendment or supplement to the conditions of the deposit upon

the application thereof. The deposit may be terminated upon the applications of the Central Bank of the Republic of Armenia.

2. The notary public shall notify the creditor of receipt of money or securities and transfer them to the creditor upon the application thereof.
3. Money or securities may be returned to the person having transferred them for deposit only upon the consent of the person in favour whereof the transfer has been made, or upon a court judgment.

(Article 73 supplemented by HO-77-N of 23 May 2006)

Article 74. Keeping money or other securities

1. The notary public shall be obliged to keep the money or securities received. He or she shall register in the special logbook the money or securities transferred thereto, where he or she shall indicate the amount of the money, quantity and value of other securities, the surname of the person transferring them, the time period and purpose of the transfer, and the liability for the fulfilment whereof the money or securities have been transferred.
2. The notary public shall, without acknowledgement, transfer the money or securities to the body or person wherefor that transfer is envisaged, by receiving a transfer receipt.

Article 75. Impossibility of transferring money or securities

Where a notary public is not able to make the transfer assigned thereto due to objective reasons within the defined time period, he or she shall be obliged to return them within 15 days from the receipt thereof, and if it is impossible, then transfer them to the court for custody or to his or her deposit account, by informing by a registered mail the person having transferred the money and securities.

Article 76. Legal consequences of transferring money and securities

1. Transferring money and securities to the notary public shall constitute fulfilment of obligation.
2. The procedure provided for by Articles 73-75 of this Law shall be implemented also in the case when a notary public accepts for custody documents, money, securities, property of succession or other objects in compliance with law.

CHAPTER 16.

ACCEPTING DOCUMENTS FOR CUSTODY

Article 77. Accepting documents for custody

1. A notary public shall have a right to accept any document not contradicting the requirements of law, including on an electronic carrier. The notary public shall accept documents for custody according to a list. A copy of the list shall remain with the notary public, whereas the other copy shall be issued to the person having transferred the documents for custody.

Documents shall be accepted for custody for a term not to exceed one year. After the expiration of the referred term, upon the application of the person transferring the documents, the term for keeping it may be extended for not more than one year each time.

2. Upon the request of a person, the notary public may accept documents for custody without a list, where those documents are duly packed. In that case the package shall be sealed with the notary public's seal, and signed by the notary

public and by the person transferring documents for custody. The notary public shall bear responsibility for keeping the package.

3. A receipt shall be issued to the person having transferred the documents for custody.

Article 78. Returning documents accepted for custody and providing excerpts therefrom

1. Documents accepted for custody shall be returned to the person having transferred them or to the legally authorised person, when submitting the receipt and the copy of the list or upon the decision of the court.

The document shall be returned to the person having transferred it on the day of expiry of the term for keeping the document provided for by Article 77 of this Law, by serving it to the address provided by the person having transferred the document. In this case expenses of the notary public for returning the document shall be compensated by the person having transferred it.

Where the notary public has sent the document to the address indicated by the person having transferred the document following the expiry of the term for keeping documents, but it has not been possible to transfer it to the person for reasons beyond control of the notary public, the notary public shall not bear responsibility for the further keeping of that document.

2. A notary public shall be obliged to issue copies, excerpts, statements of information on documents kept in his or her archive, upon the request and at the expense of persons having participated in drawing them up, their heirs, as well as upon the decision of the court.

CHAPTER 17.

SECURING EVIDENCE

Article 79. Securing evidence necessary for initiating a case in court or law enforcement bodies

1. Upon the application of interested persons, a notary public shall carry out securing of evidence which may be necessary for initiating a case in court or law enforcement bodies, where there are grounds to assume that submission of the evidence may become difficult or impossible in future.
2. A notary public shall not secure evidence under such cases which are pending in court.

Article 80. Actions of the notary public when securing evidence

1. For the purpose of securing evidence, the notary public shall interrogate witnesses, conduct examination of written or material evidence, assign expert examination, as well as conduct other actions provided for by the Civil Procedure Code of the Republic of Armenia aimed at securing evidence.
2. When carrying out procedural actions for securing evidence, the notary public shall be guided by the relevant norms of the Civil Procedure Code of the Republic of Armenia and shall be vested with relevant powers provided for by the Code.
3. The notary public shall notify the parties and interested persons of the time and place of securing evidence, but failure by them to appear shall not hinder carrying out actions for securing evidence.

Securing of evidence without inviting parties and interested persons may be carried out only in an urgent case or in such a case when it may not be determined who must further participate in the case.

4. In case of failure by an invited witness or expert to appear, the notary public shall report about that to the court of the place of residence of the witness or the expert for undertaking relevant measures.
5. The notary public shall warn the witness and the expert of the liability for giving or issuing obviously false testimony or opinion and for refusing to give or issue them.

Article 81. Acknowledging the time of submitting a document

1. A notary public shall acknowledge the time when a document has been submitted to the notary public or to another person with the participation of the notary public.
2. Upon the request of a person, the notary public shall establish the identity of the person who has submitted the document, as well as the identity of the person who has received the document.

CHAPTER 17.1

(Chapter supplemented by HO-180-N of 19 October 2016)

ACKNOWLEDGING LEGAL FACTS

Article 81.1. Acknowledging legal facts

1. A notary public shall confirm the facts which create, change or terminate personal or property rights for citizens or legal persons.
2. The notary public shall confirm the following facts:
 - (1) kinship of persons;
 - (2) a person's being under the care of another person;
 - (3) registration of birth, adoption, marriage, divorce and death;
 - (4) acceptance of succession and place of opening the succession;
 - (5) belonging of documents defining a right, except for passport and military documents;
 - (6) possession of property by the right of ownership;
 - (7) oral statements of persons.
3. A notary public shall, in cases provided for by law, acknowledge other legal facts.
4. An application on acknowledging a legal fact must indicate the purpose for which acknowledging the given fact is necessary for the applicant, as well as must bring evidence confirming the impossibility of obtaining proper documents or recovering lost documents by the applicant.
 - 4.1. The notary public shall take testimony from the witness on the basis of a written motion of the applicant. The presence of the witness shall be ensured by the applicant. Giving testimony at the notary public is the right of the witness. The

notary public shall warn the witness of the criminal liability for giving false testimony, with regard to which the witness shall sign, which shall be attached to the notarial case file. The testimony shall be recorded, and the carrier of the record shall be attached to the notarial case file. When taking testimony from the witness, the notary public shall be guided by the relevant provisions of the Civil Procedure Code of the Republic of Armenia, insofar as they are applicable to the provisions of this Article.

5. A notary public shall confirm the legal fact only in the case where the applicant does not have the opportunity to obtain — through another extrajudicial procedure — proper documents certifying that fact or it is not possible to recover the lost documents.
6. A notarial act on acknowledging the legal fact shall be a ground for registration by relevant authorities of that fact or documenting rights having arisen in respect to the acknowledged fact.
7. A notarial act acknowledging the legal fact may be used only for the purpose indicated in the notarial act.
8. A notarial act on acknowledging the legal fact must contain the following:
 - (1) the conditions prescribed by part 2 of Article 36.1 of this Law;
 - (2) the legal fact which is acknowledged by the given notarial act;
 - (3) grounds for acknowledging the legal fact or rejecting such acknowledgement;
 - (4) the purpose of acknowledging the legal fact.
9. A notary public shall adopt a notarial act acknowledging the legal fact, where:
 - (1) submitted documents or the testimony of the witness are sufficient for acknowledging the legal fact;

- (2) the legal fact to be acknowledged derives from the information comprised in the submitted documents or from the testimony of the witness;
 - (3) there is no incompliance with the requirements of substantive norms;
 - (4) the applicant is deprived of the opportunity to otherwise obtain or recover through a similar extrajudicial procedure documents confirming the legal fact or such remedy is exhausted by virtue of law;
 - (5) the requirements of part 4 of this Article are observed, and in case of taking testimony from the witness the requirements of part 4.1 of the same Article are observed;
 - (6) the legal fact is indisputable.
10. In case the requirements of part 9 of this Article are not observed, the notary public shall reject the acknowledgement of the fact.

(Article 81.1 supplemented by HO-390-N of 16 July 2020)

Article 81.2. Acknowledging by the notary public oral statements of persons

1. The notary public shall acknowledge the oral statement made by a person in the presence of the notary public, to which also shall be attached confirmation of the oath on truthfulness of the statement given by that person.
2. Confirmation of the oath shall be done in the presence of at least two witnesses at the notary public, by orally stating and signing the confirmation of oath by the person giving the oath. The natural person shall attest to the truthfulness of the statement made and sign the statement and confirmation of the oath. The witnesses shall attest by signature that the statement and confirmation of the oath have been made in their presence.

3. By confirmation of the oath a person shall confirm that he or she knows about the criminal liability for giving a false oath.
4. Oral statements acknowledged by the notary public as prescribed by part 1 of this Article shall have probative value when submitting them to the court and other state authorities.

CHAPTER 18.

CERTIFYING MINUTES OF THE SESSION OF THE GENERAL MEETING OR OTHER COLLEGIAL BODY OF AN ORGANISATION

Article 82. **Certifying minutes of the session of the general meeting or other collegial body of an organisation**

1. Where a notary public is invited by an organisation to certify minutes of the session or meeting held, the notary public shall certify only the minutes of the session or meeting, in which the notary public shall note down everything that has taken place and confirmed in his or her presence, as well as the time and place of the session or meeting and decisions adopted at the session or meeting.
2. The minutes shall be signed by the person chairing the session or meeting and by the secretary.
3. The notary public shall make a note on the person chairing the session or meeting, and upon the request of the latter shall acknowledge the identity of other participants.

CHAPTER 18.1

(Chapter supplemented by HO-180-N of 19 October 2016)

ENDORSED WRIT OF EXECUTION

Article 82.1. General provisions on enforced writ of execution

1. A notary public shall issue endorsed writ of execution regarding the transaction certified thereby, including electronically, for the purpose of fulfilling the claim of the creditor on levying sums or property (item) or transferring a document or transferring the right of ownership.
2. The endorsed writ of execution shall be enforced where an agreement certified through notarial procedure has been concluded between parties, under which the parties agree on issuing endorsed writ of execution by the notary public in case of failure to fulfil the obligation of paying a sum or transferring property (document) or transferring the right of ownership arising from the transaction certified by the given notary public, or where such an agreement was envisaged by default in the transaction certified by the notary public.
3. The endorsed writ of execution shall be enforced, where upon the agreement of the parties, the debtor's obligation to transfer sums or property (item) or transfer a document or transfer the right of ownership shall be fulfilled by rendering notarial acts or carrying out notarial actions, except for documents certified electronically.

In case of failure to fulfil monetary obligation arising from an electronically certified electronic contract, the endorsed writ of execution shall be enforced, where:

- (1) the debtor fails to submit, within a period of two weeks after receiving the notice provided for by point 3 of part 1 of Article 82.2 of this Law, to the notary public evidence on having fulfilled the obligation; or
- (2) provided availability of electronic system on obligations and its accessibility to the notary public, the notary public has checked and revealed that such obligation has not been fulfilled.

Endorsed writ of execution on non-fulfilled obligation shall be issued with respect to the non-fulfilled part.

4. The endorsed writ of execution shall be made based on the creditor's application, by issuing endorsed writ of execution.

(Article 82.1 supplemented by HO-316-N of 13 December 2017)

Article 82.2. Conditions for issuing endorsed writ of execution

1. The endorsed writ of execution shall be issued in case of concurrent existence of the following conditions, where:
 - (1) documents certified through notarial procedure are submitted, which confirm the indisputable obligation of the debtor against the creditor and there is no cross obligation on the side of the creditor, whereas in case of electronically certified documents a statement of information on the amount of the obligation of the debtor and the calculation of the amount of that obligation, as well as documents electronically certified by the notary public shall be submitted;
 - (2) the grounds provided for by parts 2 and 3 of Article 82.1 of this Law exist;
 - (3) the creditor submits evidence on notifying the debtor as prescribed by Chapter 20.1 of the Civil Code of the Republic of Armenia of having applied

to the notary public for the latter to issue endorsed writ of execution for levying the debt or fulfilling the non-fulfilled obligation;

- (4) the time limit for fulfilling the obligation provided for by the transaction as certified by the notary public, has expired or a right to request fulfilment of obligation has arisen with the creditor on the basis of the transaction certified by the notary public;
 - (5) the statute of limitations prescribed by law has not expired *prima facie*.
2. The endorsed writ of execution shall be issued in two copies, one of which shall be attached to the notarial case file along with the documents submitted by the creditor, with the indication "second copy", and the other shall be issued to the creditor.
 3. A separate endorsed writ of execution shall be issued with respect to each non-fulfilled liability.
 4. Original copies of documents submitted to the notary shall be returned to the creditor, leaving in the notarial case file the original copy of the document certified with the seal of the notary public.
 5. The sample form of the endorsed writ of execution shall be approved by the Minister of Justice.
 6. The endorsed writ of execution shall be issued upon an application. In the case provided for by the second paragraph of part 3 of Article 82.1 of this Law, the endorsed writ of execution shall be issued after the expiry of the two-week period, and within three days after checking and revealing by the notary public via the electronic system on obligations the fact of failure to fulfil the obligation.

(Article 82.2 supplemented, amended, edited by HO-316-N of 13 December 2017, supplemented by HO-130-N of 9 July 2019)

Article 82.3. Procedure for levying upon endorsed writ of execution

1. The endorsed writ of execution shall be enforced as prescribed by the Law of the Republic of Armenia “On compulsory enforcement of judicial acts”.

(Chapter supplemented by HO-180-N of 19 October 2016)

CHAPTER 18.2

ISSUING A PAYMENT ORDER BY NOTARY PUBLIC

(Chapter shall enter into force upon the supplement to Law [HO-586-N](#) of 23 December 2022 on the day following the launch of the electronic system necessary for electronic submission to the notary public of an application on issuing a payment order)

(Law [HO-586-N](#) of 23 December 2022 has a transitional provision and a final part)

CHAPTER 19.

APPLICATION OF NORM OF FOREIGN LAW BY THE NOTARY PUBLIC

INTERNATIONAL TREATIES AND AGREEMENTS

Article 83. Application of norms of foreign law

The notary public shall apply norms of foreign law in compliance with the legislation of the Republic of Armenia.

The notary public shall accept documents drawn up in compliance with the requirements of foreign law, unless it contradicts the law of the Republic of Armenia or international treaties thereof.

The notary public shall make certification endorsements on documents drawn up in the form provided for by foreign legislation, unless it contradicts the law or international treaties, and where the notary public is proficient in foreign legislation.

Article 84. Performing a notarial action for foreign citizens or stateless persons

A foreign citizen or a stateless person may apply, personally or through a representative, for performing notarial actions in the procedure prescribed for citizens of the Republic of Armenia.

Article 85. Keeping property of succession and issuance of a certificate of succession

Actions related to keeping of property left in the Republic of Armenia following the death of a foreign citizen or a stateless person or of property to be transferred to a foreign citizen following the death of a citizen of the Republic of Armenia, as well as actions pertaining to issuance of a certificate of succession to such property shall be performed in compliance with the legislation of the Republic of Armenia.

Article 86. Power of attorney designed for performance of activities abroad

A power of attorney certified by a notary public, which is issued for performance of activities abroad and containing no indication of term of validity, shall remain in force until it is cancelled by the issuer of the power of attorney.

Article 87. Acceptance by the notary public of documents drawn up abroad

Documents drawn up with participation of officials of competent bodies of other states or issued thereby shall be accepted by the notary public, where they have been ratified as prescribed by the consular bodies of the Republic of Armenia, except for the cases provided for by international treaties.

Article 88. Relations of the notary public with bodies of justice of other states

The procedure for relations of the notary public with bodies of justice of other states shall be determined by the legislation of the Republic of Armenia and the international treaties.

Article 89. Securing evidence required for administration of cases with authorities of other states

The notary public shall secure evidence required for administration of cases with authorities of other states.

Article 90. International treaties

Where an international treaty vests with the notary public power to perform notarial actions not provided for by the legislation of the Republic of Armenia, the notary public shall perform that notarial action as prescribed by the Ministry of Justice.

CHAPTER 20.

TRANSITIONAL PROVISIONS

Article 91. Transitional provisions

1. Following the entry into force of this Law, the state notaries previously appointed by the Minister of Justice shall continue performing the actions provided for by this Law at their place of activity until the appointment of new notaries public as prescribed by point 3 of this Article.

The rights, responsibilities, guarantees and privileges provided for by this Law for notaries public shall extend to the state notaries previously appointed by the Minister of Justice and continuing their activity.

2. The qualification of state notaries previously appointed by the Minister of Justice, as well as of new candidates for notaries public shall be held three months after the entry into force of this Law.
3. Appointment of new notaries public by the Minister of Justice shall be carried out after four months following adoption of this Law.

Notaries public previously appointed by the Minister of Justice and having passed a qualification examination shall be appointed as notaries public in the notarial territory of their initial place of activity without the procedure of selection. These notaries public may be transferred to another notarial territory only based on their application, in case there is a vacancy in the new place.

Notaries public previously appointed by the Minister of Justice and having passed a qualification examination shall have the right to carry out notarial activity in their initial notarial offices, which shall be provided to them for gratuitous use.

4. Former notaries public not having taken qualification examination shall continue performing notarial activity for a term of three months, during which they shall

have the right to take qualifications examinations as prescribed by this Law. Notaries public not having taken qualification examinations within the indicated time limit shall be dismissed from the position held.

5. After four months following the entry into force of this Law, the Minister of Justice shall convene a founding meeting of the Notarial Chamber, to which only the notaries public having passed qualification examinations shall have the right to participate.
6. The requirement of at least one year of practical training provided for by point 1 of Article 10 of this Law shall not extend to persons having expressed a wish to hold a position of notary public within one year from the day of entry into force of this Law.
7. When holding the qualification examinations provided for by this Article, the requirements of points 4 and 9 of Article 11 of this Law shall not apply.
8. The practical training of trainees of notary public appointed before the entry into force of this Law shall continue with the relevant notary public until the completion of the period of one year of practical training.
9. The Government shall allocate appropriate premises to the Notarial Chamber within four months after the entry into force of this Law.

CHAPTER 21.

FINAL PROVISIONS

Article 92. Entry into force of the Law

1. This Law shall enter into force on 1 March 2002.
2. To repeal the Law of the USSR "On state notaries".

**President
of the Republic of Armenia**

R. Kocharyan

27 December 2001

HO-274

Yerevan

STATE PRESENTATION

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Կազմված է հիսունհինգ թղթերից:
Comprises fifty-four sheets.