

COMMISSION INFORMATION

TAX COLLECTOR

Code Reference: Titles 36-2-6, Code of Alabama, 1975

36-4-4

40-5-3

In order to receive your Commission Certificate as required by state law, you must file your original Oath of Office with the County Probate Office. You must also file a copy with the Office of the Secretary of State, and you should retain a copy for your personal records. For your convenience, we have enclosed an Oath of Office form.

You must also post bond in duplicate and same shall be approved by the Office of the State Comptroller and filed within that office, and the duplicate should be filed with the County Probate Judge (Please see Code 40-5-3; The Comptroller will notify this office by letter that your bond has been filed).

The Probate Judge must certify to the Secretary of State's office that you were duly elected/re-elected to a six year term, and that you have filed your oath and bond as required by state law. Enclosed is SOS-C-Form-1 to be signed by the presiding Probate Judge and his signature notarized.

There is a five dollar (\$5.00) commission fee required.

Requirements for Commission Certificate:

1. **Copy of the Oath of Office** (Original filed with Probate Office).
2. **SOS-C-Form-1** (verification of election, bond, and oath, which should be **signed by the Probate Judge and notarized**).
3. **\$5.00 Commission Fee** (Please make checks or money orders **payable to Secretary of State**).

Please mail the required forms to:

Office of the Secretary of State
Attn: Government Support
P.O. Box 5616
Montgomery, AL 36103-5616

If you have any questions or need further information, please contact the Office of the Secretary of State at (334) 242-7224.

Oath of Office

I, _____ solemnly swear (or affirm, as the case may be) that I will support the Constitution of the United States, and the Constitution of the State of Alabama, so long as I continue a citizen thereof; and that I will faithfully and honestly discharge the duties of the office upon which I am about to enter, to the best of my ability, So help me God.

Signature

Office

Certification of Administering Officer

The above Oath was subscribed and sworn to before me this
_____ day of _____ 20____.

Signature of Administering Officer

Title

SOS-C-FORM-1

Revised 2016

Office of the Secretary of State
ATTN: Government Support
POB 5616
Montgomery, AL 36103-5616

CERTIFICATION OF **ELECTED** COUNTY OFFICIALS
SOS-C-FORM-1 (FOR THE PURPOSE OF RECEIVING A COMMISSION CERTIFICATE
FROM THE OFFICE OF THE SECRETARY OF STATE)

Mail Commission to:

Mail to: :

Secretary of State
Attn: S. Farrow
POB 5616
Montgomery, AL 36103-5616

I hereby certify that _____ was duly elected to
The Office of _____ for _____ County
In the _____ General Election. The term for this office will be for _____ years
And will begin on _____.

I further certify that the above named individual has given bond and filed their oath of office
accordingly as required by law.

SIGNED: _____
Judge of Probate

COUNTY OF: _____

Sworn and subscribed before me this _____ day
Of _____, 20_____.

SEAL

Signature

Title