COMMISSION INFORMATION

COUNTY REVENUE COMMISSIONER/TREASURER

Code Reference: Titles 36-2-6, **Code of Alabama, 1975**
36-4-4
11-4-22

In order to receive your Commission Certificate as required by state law, you must file a copy of your Oath of Office with the office of the Secretary of State.

The Probate Judge of your county must certify to the Secretary of State's office that you were duly elected/re-elected to a four year term, and that you have filed your oath and bond as required by state law. There is a five dollar ($5.00) commission fee required.

Requirements for Commission Certificate:

1. **Copy of the Oath of Office**
2. **Original 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).**

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. Emails may be sent to sport.code@sos.alabama.gov

Rev 02/17

OATH OF OFFICE

THE STATE OF ALABAMA)

_____ COUNTY)

I, _____

do solemnly swear (or affirm as the case may be) that I will support the Constitution of the United States and Constitution 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

_____
Print name

CERTIFICATION OF OFFICER ADMINISTERING OATH

Sworn to and subscribed before me

This _____ day of _____, 20____.

_____
Signature

_____
Title

SOS-C-FORM-1
Revised 2017

Office of the Secretary of State
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 original 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

SOS-C-FORM-1
Revised 2017

Office of the Secretary of State
P.O. Box 5616
Montgomery, AL 36103-5616

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

Mail original to:
Secretary of State
Attn: S. Farrow
P.O. Box 5616
Montgomery, AL 36103

Mail Commission to:

_____
_____
_____

I hereby certify that _____ *was duly appointed to*

The Office of _____ *for* _____ *County*

The term for this office will be for the remainder of the term of the previous office holder.

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