

**21<sup>st</sup> Annual Maine Notary Public Education Conference**  
*Sponsored by Informed Notaries of Maine*  
**Thursday, April 17, 2014**  
**Season's Events & Conference Center, Portland, Maine**

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Conference Highlights of the state's largest annual educational event for Maine notaries:

- Two Educational Tracks – Track One - "The Notary as Entrepreneur"  
Track Two - "The Notary in the Workplace"
- Several educational workshops to select from offering a variety of information for notaries
- A conference program booklet containing all event information in one document
- Great Speakers – Secretary of State Matthew Dunlap, Deputy Secretary of State Julie Flynn, and State Notary Officer Cathy Beaudoin
- Door prize drawings throughout the day
- iPad Raffle – tickets are **2 for \$5** or **5 for \$10**
- Vendors and INM Product & Supplies Sales Table –purchase items here and save on shipping costs

**Event Schedule:**

- 8:30 AM – 9:00AM      **Registration and Continental Breakfast.** This is a great time to visit with vendors and network with colleagues around the state. Come early to share a cup of coffee and visit with other notaries. Check out our vendors!
- 9:00 AM – 9:15 AM      **Welcome To the Conference** – Greetings by INM Acting President Victoria Baldwin-Wilson
- 9:15 AM – 11:30 AM      **Notary 101: Best Notary Practices & Common Forms** presented by Cathy Beaudoin & Julie Flynn  
(10:15 AM – 10:30 AM)      *(A coffee/rest break will be offered midway through this session.)*
- 11:30 AM – 12:00 PM      **INM Annual Meeting**
- 12:00 PM – 12:15 PM      **Greetings & Welcome by Secretary of State Matthew Dunlap**
- 12:15 PM – 1:15 PM      **Luncheon Buffet and Vendor Visits**
- 1:15 PM – 2:15 PM      **Concurrent Workshops:**  
Track 1, Workshop 1: **How to Perform a GREAT Wedding**, presented by Gwen Cole  
Track 2, Workshop 1: **Notary 201 (topics include foreign language docs, clients with disabilities)**  
presented by Cathy Beaudoin and Julie Flynn
- 2:15 PM – 2:30 PM      **Afternoon Refreshment Break** – check out our vendors!
- 2:30 PM – 3:30 PM      **Concurrent Workshops:**  
Track 1, Workshop 2: **Mobile Notary Workshop**, presented by Jennifer Wells  
Track 2, Workshop 2: **Business Tips from the Experts**, presented by Ann Harris (E&O Insurance) and Steven Lovejoy, (creative marketing ideas for small business)
- 3:30 PM – 4:00 PM      **"Last Notary Standing" Quiz Show** – Test your notary knowledge and have some fun!
- 4:00 PM – 4:00 PM      **iPad Raffle Winner announced** – You must be present to win.