Oklahoma Secretary of State, instructions for completing and filing the LOYALTY OATH required by Oklahoma Statutes, Title 51, § 36.2A and § 36.3

Instructions for completing the form:

1. Type and print legibly in black ink. The typed and printed text MUST be dark enough to be detected by a photo copier and electronic document scanner.
2. Notary Public's official seal MUST also be affixed in such a manner so that it too, can be detected by a photo copier and electronic document scanner.
3. After the oath has been administered, affiant and notarial officer must fully execute and complete each section of the form as indicated (notes are provided for guidance).
4. Once filed this form will be public record and available for public view. Please **do not** add or write any personal information, such as a home address, social security number, personal phone numbers or emails, etc.

Where to submit and file your completed Loyalty Oath form:

- **APPOINTED State officers*** please double check with your appointing authority for instructions on submission of this form. Each appointing authority will have their own specific process for submission and filing of a completed Loyalty Oath form.

- **ELECTED State officers***please submit your executed Loyalty Oath form to the Oklahoma Secretary of State office for filing.

- **STATE EMPLOYEES** (not elected or appointed) Loyalty Oath forms must be filed with the personnel officer of the state entity employing the state employee. Contact your personnel office for instructions.

- **COUNTY officers** shall be filed with the office of the county clerk of the county of official residence of the officer. All other employees shall be filed with the office of the county clerk of the county in which the entity employing the employee is located. For questions and records regarding oaths for County level officials and employees please contact the County Clerk's office.

- **MUNICIPAL judges and officers** or employees OR **SCHOOL DISTRICT officers** or employees shall be filed in the office of the municipal clerk of the municipality OR in the office of the school clerk of the school district for which the officer or employee serves OR by which the officer or employee is employed. For questions and records regarding oaths for Municipal & School District level officials and employees please contact the Office of the Municipal Clerk OR the Office of the School Clerk.

*NOTE: For State Officers ONLY -- unless otherwise instructed by your appointing authority, please mail-in or deliver in person your executed, original Loyalty Oath to the Oklahoma Secretary of State office.

Oklahoma Secretary of State office
Attn: Executive Legislative Services
2300 N. Lincoln Blvd.
State Capitol Building, Ste. 122
Oklahoma City, OK 73105
email: executivelegislative@sos.ok.gov / phone: 405-522-4355

LOYALTY OATH

(Okla. Statutes, Title 51 § 36.2A)

I do solemnly swear (or affirm) that I will support the Constitution and the laws of the United States of America and the Constitution and the laws of the State of Oklahoma, and that I will faithfully discharge, according to the best of my ability, the duties of my office or employment during such time as I am

**Insert official title of Affiant (e.g., member, Oklahoma Uniform Building Code Commission OR if an employee, insert "An Employee of _____" followed by the complete designation of the employing officer, agency, authority, commission, etc.)

_____

Affiant Signature

State of _____

County of _____

Signed and sworn to (or affirmed) before me on this _____ *day of* _____, _____

(day) **(month)** **(year)**

by _____.

(**affiant's name must be stated here, print clearly**)

_____

Signature of the Notary Public OR other Notarial Officer

Commission Expires: _____

Commission Number: _____

Official seal of notary public

_____

IF a Notarial Officer (not a Notary Public) please provide Title and Rank (51 O.S. §21)

(OKSOS---07/26)