Oklahoma Secretary of State
instructions for completing and filing the OATH OF OFFICE form
required by Article 15 of the Oklahoma Constitution

Instructions for completing the form:

1. Type and print legibly in black ink. The typed and printed text MUST be dark enough to be easily 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 easily 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 Oath of Office 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 Oath of Office form for an appointee.

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

- **COUNTY officers** all other judicial and county officers, MUST be filed in the office of the Clerk of the County in which the same is taken. Any oaths required of county level public officials and employees ARE NOT filed, nor on record with the Oklahoma Secretary of State.

- **MUNICIPAL officers** – Any oaths required of municipal level public officials (including municipal judges) and employees ARE NOT filed, nor on record with the Oklahoma Secretary of State.

***NOTE: For State Officers ONLY -- unless otherwise instructed by your appointing authority, please mail-in or deliver in person your executed Oath of Office form to the**

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

(OKSOS---04/2026)

OATH OF OFFICE

(Art. XV O.C. §1)

I, _____,

(Insert printed name of Affiant, print clearly)

do solemnly swear (or affirm) that I will support, obey, and defend the Constitution of the United States, and the Constitution of the State of Oklahoma, and that I will not, knowingly, receive, directly or indirectly, any money or other valuable thing, for the performance or nonperformance of any act or duty pertaining to my office, other than the compensation allowed by law; I further swear (or affirm) that I will faithfully discharge my duties as

_____

Insert official title of Affiant (e.g., member, Oklahoma Uniform Building Code Commission)

to the best of my ability.

_____

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)