

ACKNOWLEDGMENT OF PATERNITY
Virginia Department of Social Services/Division of Child Support Enforcement
Va. Code §§ 20-49.5, 32.1-257, 32.1-261, 32.1-269, 63.2-1913 and 63.2-1914

This statement is to acknowledge paternity of the child described herein. In order for the father's name to appear on the birth certificate of a child born out of wedlock, both biological parents must complete and sign this statement in the presence of a notary public.

Part I – CHILD

1. Full Name at Birth: _____
(First) (Middle) (Last) (Suffix)
2. Male or Female 3. Date of Birth: _____ 4. Place of Birth (city or county): _____
5. Birth Certificate Number (if known): _____
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Part II – BIOLOGICAL MOTHER OF THE CHILD

6. Full Maiden Name: _____
(First) (Middle) (Maiden)
7. Present Name: _____
(First) (Middle) (Last)
8. Date of Birth: _____ 9. Place of Birth (State or Foreign Country): _____
10. Social Security Number: _____ 11. Race or Hispanic Origin: _____
12. Highest Level of Education Completed: _____
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Part III – BIOLOGICAL FATHER OF THE CHILD

13. Full Name: _____
(First) (Middle) (Last) (Suffix)
14. Date of Birth: _____ 15. Place of Birth (State or Foreign Country): _____
16. Social Security Number: _____ 17. Race or Hispanic Origin: _____
18. Highest Level of Education Completed: _____
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Part IV – PARENTS' MARITAL STATUS AND ACKNOWLEDGMENT (*THIS SECTION MUST BE COMPLETED*):

19. We, being duly sworn, affirm that we are the biological parents of the child named above. This child was born out of wedlock. The mother was not married to the father or to anyone else at the time of this child's birth or at any time during the ten months immediately preceding this child's birth. We have read and have had read to us the rights and responsibilities statement provided on the reverse of this document. We request that the father's information be shown on this child's birth certificate and the child's name be listed on the birth certificate as shown below:

Child's Name: _____
(First) (Middle) (Last) (Suffix)

20. Signature of Father: _____ 21. Signature of Mother: _____
22. Father's address: _____ 23. Mother's address: _____
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24. Subscribed and sworn before me on: _____ 25. Subscribed and sworn before me on: _____

Notary's signature: _____ Notary's signature: _____

Notary's address: _____ Notary's address: _____

My commission expires: _____ My commission expires: _____

Notary's Registration Number: _____ Notary's Registration Number: _____

PATERNITY ACKNOWLEDGMENT RIGHTS AND RESPONSIBILITIES
Virginia Department of Social Services/Division of Child Support Enforcement
Va. Code §§ 20-49.5, 32.1-257, 32.1-261, 32.1-269, 63.2-1913 and 63.2-1914

RIGHTS AND RESPONSIBILITIES OF FATHER:

Please read and a Department representative will read to you the following statements before you sign the Acknowledgment of Paternity form.

1. I understand that my signature on the Acknowledgment of Paternity form establishes that I am the biological father of the child for all legal purposes.
2. I sign the Acknowledgement of Paternity voluntarily and understand that I am under no obligation to do so. No pressure has been placed upon me to sign. I understand I may take the following actions instead of signing this form:
 - a. Seek the advice or representation of legal counsel.
 - b. Request that genetic tests be taken.
 - c. Have the matter of paternity determined by the court.
3. I understand I will have the responsibility to provide support for my child.
4. I understand I will be responsible to pay such support until the child turns 18 years of age or beyond, if required by law.
5. I understand that after paternity is established I have the right to request visitation with and custody of the child. Custody and visitation are decided in legal actions separate from the issues of paternity and child support.
6. I understand the Acknowledgment of Paternity may be used in any legal proceeding regarding my child.
7. I understand I have the right to talk to a staff person to clarify information on this statement and to ask any questions I have.
8. I understand that I have the right to rescind this acknowledgment within sixty days from the date of signing unless an administrative or judicial proceeding involving this child has taken place earlier.

RIGHTS AND RESPONSIBILITIES OF MOTHER:

Please read and a Department representative will read to you the following statements before you sign the Acknowledgment of Paternity form.

1. I understand that my signature on the Acknowledgment of Paternity form means that I swear that I am the mother of the named child and that the person signing as the father is the biological father of the child.
2. I sign the Acknowledgment of Paternity voluntarily and understand that I am under no obligation to do so. No pressure has been placed upon me to sign. I understand I may take the following actions instead of signing this form:
 - a. Seek the advice or representation of legal counsel.
 - b. Request that genetic tests be taken.
 - c. Have the matter of paternity determined by the court.
3. I understand that after paternity is established the father has the right to request visitation with and custody of the child. Custody and visitation are decided in legal actions separate from the issues of paternity and child support.
4. I understand that I have the right to talk to a staff person to clarify information on the statement and to ask any questions I have.
5. I understand that I have the right to rescind this acknowledgment within sixty days from the date of signing unless an administrative or judicial proceeding involving this child has taken place earlier.

INSTRUCTIONS FOR THE ACKNOWLEDGMENT OF PATERNITY

If the mother was married at the time of the child's birth or in the 10 months immediately preceding the child's birth, the State Registrar will not accept the acknowledgment of paternity form.

Note to the Preparer/Notary: Before preparing or notarizing this form, be sure that:

- The child's date of birth is before or the same as the date of signing.
- The man signing the form is attesting or acknowledging that he is the biological father of this child.
- The parents understand the purpose of this form is to establish the paternity of a child born out of wedlock.

Proceed ONLY if all of the above are true. The numbers below refer to the numbers on the acknowledgment of paternity form. All information, except signatures, must be printed or typed.

Part I - CHILD

1. **Full Name at Birth:** Enter the name of the child EXACTLY as it appears on the birth certificate.
2. **Sex:** Indicate whether the child is male or female.
3. **Date of Birth:** Enter the child's date of birth EXACTLY as it appears on the birth certificate. The name of the month must be spelled out (i.e., January, February, etc.).
4. **Place of Birth:** Enter the name of the city or county where the child was born EXACTLY as it appears on the birth certificate.
5. **Birth Certificate Number:** If the certificate has been filed and has a state birth number, that number is to be entered here. Otherwise, leave this space blank.

Part II – BIOLOGICAL MOTHER OF THE CHILD

6. **Full Maiden Name:** Enter the mother's full maiden name EXACTLY as it appears on the child's birth certificate. Do not enter any name gained by marriage. Name changes by court order or adoption should be shown.
7. **Present Name:** Enter the mother's present full legal name.
8. **Date of Birth:** Enter the mother's birth date in month-day-year order. Spell out the name of the month (January, February, etc.).
9. **Place of Birth:** Enter the name of the state or foreign country where the child's mother was born.
10. **Social Security Number:** Enter the mother's social security number.
11. **Race or Hispanic Origin:** Enter the mother's race or Hispanic origin as identified by the mother. Do not use "Hispanic" as a designation.
12. **Highest Level of Education Completed:** Enter a number (0-18+) to indicate the mother's highest academic grade completed. Three-year nursing schools, business schools and technical training schools are NOT considered academic grades for purposes of this form.

Part III – BIOLOGICAL FATHER OF THE CHILD

13. **Full Name:** Enter the father's full legal name.
14. **Date of Birth:** Enter the father's birth date in month-day-year order. Spell out the name of the month (January, February, etc.).
15. **Place of Birth:** Enter the name of the state or foreign country where the child's father was born.
16. **Social Security Number:** Enter the father's social security number.
17. **Race or Hispanic Origin:** Enter the father's race or Hispanic origin as identified by the father. Do not use "Hispanic" as a designation.
18. **Highest Level of Education Completed:** Enter a number (0-18+) to indicate the father's highest academic grade completed. Three-year nursing schools, business schools and technical training schools are NOT considered academic grades for purposes of this form.

Part IV – PARENTS' MARITAL STATUS AND ACKNOWLEDGMENT

19. **DO NOT LEAVE THIS LINE BLANK.** The child's full name, as the parents agree it should be shown on the birth certificate, must be indicated.
20. **Signature of Father:** After the birth of the child and in the presence of a notary, the biological father of the child must sign his full legal signature to affirm his paternity.
21. **Signature of Mother:** After the birth of the child and in the presence of a notary, the biological mother of the child must sign her full legal signature to affirm the biological father's paternity.
22. **Father's address:** Enter the father's street address (i.e., house number, apartment number, street name/number/RFD, highway or route number). The second line must show the name of the city or town and the state where the street address is located, including the postal zip code.
23. **Mother's address:** Enter the mother's street address (i.e., house number, apartment number, street name/number/RFD, highway or route number). The second line must show the name of the city or town and the state where the street address is located, including the postal zip code.
- 24 & 25. **Notary section:** The officiating notary must enter the date of signing by each parent. Each signature must be separately and completely notarized, but need not be done at the same time or by the same notary. Any signature done out of the presence of a notary will not be accepted. If not signed in the presence of a notary, a new acknowledgment must be prepared and signed in a notary's presence. The notary must positively identify each person signing the acknowledgment before notarizing the signature. Notaries must affix their notary seal and enter their address, expiration date of their commission, and registration number for EACH notarization.