

Date

Virginia Jail Name

Address, VA, ZIP

Attention: RE: Virginia Paternity Establishment Program (VPEP)

 Dear (name):

In 2019, 40% of all births in the U.S. were to unmarried parents, according to the National Center for Health Statistics the National Center for Health Statistics. In Virginia, 35% of all births were to unmarried parents. In 2019, 8,653 babies born did not have a father’s name on their birth certificate when leaving the birth facility.

We need your help to get both parents identified on every newborn’s birth certificate.

When new parents are unmarried, the father’s name can only be added to the birth certificate if both parents sign an Acknowledgement of Paternity (AOP) form and a Rights & Responsibilities form. The form can be signed in the birthing hospital, or any time until the child reaches age 18. By law, Virginia is required to have a voluntary paternity establishment program so that unmarried parents are given the opportunity to legally establish paternity by signing the AOP form. Signing this form is the only way an unmarried father can be added to the birth certificate.

We are asking you to assist your local hospital by making a representative from your staff available who could present this form to the inmate and gain his notarized signature. Once this is complete, we ask that it be mailed back to hospital’s birth registrar. The hospital birth registrar will then mail the Acknowledgement of Paternity form to the Division of Vital records and Health Statistics to amend the child’s birth certificate. Without your help these children may never know who their legal father is.

We look forward to hearing from you and hope you will consider helping our program. Together, we can truly make a difference in the lives of Virginia’s Children.

Sincerely,

 Birth Registrar Name, Hospital Name

Phone Number, Email Address