



PARENT’S GUIDE TO  
Acknowledging  
Parentage in VT



**Is a VAP legally binding?**  
Yes. A signed VAP is equal to a court determination of parentage. A challenge is only allowed in limited circumstances.

You have the right to talk to a lawyer before you sign. Once you file your VAP and it’s accepted, you will be legally responsible for financially supporting the child.

- Can I rescind a VAP/DOP?**  
Yes, you can take one back by:
- Filing a rescission form with Vital Records — within 60 days of its effective date. OR
  - Starting a court proceeding — within 60 days of its effective date or the date of the first court hearing you’re involved with related to the child.

**Learn more**  
Go to [dcf.vermont.gov/services/child-support/parentage](https://dcf.vermont.gov/services/child-support/parentage).

**Free Interpretation Services**  
If English is not your first language and you need help understanding this information, please let us know.

**Get help**  
Vermont’s parentage law can be straightforward or complicated, depending on the circumstances. Contact OCS if you need help establishing parentage for the purpose of child support.  
**Phone: 1-800-786-3214**  
**Email: [OCSCSU@vermont.gov](mailto:OCSCSU@vermont.gov)**

**Some faqs**  
**Could our VAP be rejected?**  
Yes, it could be if someone else:

- Was found by a court to be the child’s parent.
- Has a valid VAP on file. OR
- Is presumed to be a parent under the law — unless they file a *Denial of Parentage* (DOP) at the same time you file your VAP.

**What if the birth mom was married to someone else?**  
If she was married/civilly joined to someone else up to 300 days before your child’s birth, her spouse/ former spouse is a **presumed parent** and must file a DOP at the same time you file your VAP.



**VERMONT**  
DEPARTMENT OF HEALTH

VT Department of Health, Vital Records Office  
280 State Drive Waterbury, VT 05671-8370  
[vitalrecords@vemot.gov](mailto:vitalrecords@vemot.gov)  
(802) 863-7275 or 1-800-439-5008 (in VT only)

**Voluntary Acknowledgment of Parentage (VAP)**  
Please type or print clearly. Read all the information provided before you sign. Sign in front of a witness and make sure the witness signs in both spaces on the back of this form.

Child		Birth Parent		Parent		
1. Child’s full name (first, middle, last, suffix)	2. Date of birth (mm/dd/yyyy)	3. Child’s birthplace	City/town	County	State	
4. Current legal name (first, middle, last, suffix)	5. Social Security number	6. Date of birth (mm/dd/yyyy)	7. Birthplace (state, territory or foreign country)	8. Mailing address (street and number, city/town, state, zip code)	9. Current legal name (first, middle, last, suffix)	10. Social Security number
11. Date of birth (mm/dd/yyyy)	12. Birthplace (state, territory or foreign country)	13. Mailing address (street and number, city/town, state, zip code)				

**Information About Any Other Parent**

**Does this child have another parent/possible parent\* other than the two listed on this form?** ☐ Yes ☐ No

If you answered yes, provide the other parent’s name below and explain the circumstances.

\* If someone else is a presumed parent under the law, they must file a *Denial of Parentage* at the same time you file your VAP. See [dcf.vermont.gov/ocs/services/parentage/definitions](https://dcf.vermont.gov/ocs/services/parentage/definitions).

Establishing parentage

- This brochure:
- Summarizes the many ways to establish parentage in Vermont.
  - Provides more details about the acknowledgment option.

The method you should use will depend on the circumstances of your child’s conception or birth.

Through marriage/civil union:

- If you are married or joined through civil union — when your child is born (or up to 300 days before your child is born if the marriage or union has ended):
- You don’t need to do anything to establish parentage.

➤ The law presumes both spouses are the parents (**presumed parents**).

➤ The hospital staff (or licensed midwife if your child is born at home) will add both parents’ names to the birth certificate and send it to Vital Records.

Office of Vital Records  
280 State Drive  
Waterbury, VT 05671-8370  
1-800-439-5008  
vitalrecords@vermont.gov

Through assisted reproduction:

- If your child will be conceived with the help of assisted reproduction — in a certified laboratory:
1. Complete a *Consent to Parentage From Assisted Reproduction* and file it with Vital Records. **This will establish you as the intended parents.**
  2. You may also complete & file a *Voluntary Acknowledgment of Parentage* (VAP).

Through surrogacy:

- If your child will be born through a gestational carrier (surrogate):
1. Hire an attorney to execute a *Gestational Carrier Agreement* before the child is conceived. **This will establish you as the intended parents.**
  2. You may also complete a VAP and file it with Vital Records.

Through court:

- If either of you has doubts about who the genetic parents are:
1. File an action to establish parentage in Superior Court - Family Division.
  2. The court will make a determination of parentage.

Through voluntary acknowledgment:

- If you are the genetic parents but are not married (to each other) when your child is born:
1. Complete a *Voluntary Acknowledgment of Parentage* (VAP).
  2. Sign in front of a witness who is at least 18 years old.
  3. File it with Vital Records.

If you complete it at birth:

Hospital staff (or licensed midwife if your child is born at home) will add both names to your child’s birth certificate and send your VAP to Vital Records.

If you complete it later on:

Send your VAP to Vital Records. If it’s accepted, they’ll make sure both parents’ names are on the birth certificate.

What makes a VAP valid?

- It’s signed/dated by both parents who are eligible to sign.
- It’s signed/dated by a witness who is at least 18. *AND*
- It’s filed with Vital Records.

Child’s full name (first, middle, last, suffix)

Date of birth (mm/dd/yyyy)

Statements of Voluntary Acknowledgment		Both parents MUST initial each statement below.			
Parent’s initials	Parent’s initials	I UNDERSTAND THAT:			
		We have the right to talk to a lawyer (on our own or together) before we sign.			
		Once we sign, we’ll be legally responsible for financially supporting this child.			
		Once we both acknowledge parental rights, either one of us or the Office of Child Support may file a petition to establish a child support order.			
		We may rescind ( <i>withdraw</i> ) this VAP — up to 60 days from the date it was filed and accepted — by filing a rescission form with the Office of Vital Records.			
		Once 60 days have passed, we’ll have to go to court to rescind ( <i>withdraw</i> ) or challenge this VAP. The same is true for a Denial of Parentage (DOP).			
		A signed VAP is equal to a court determination of parentage and a challenge is only allowed in limited circumstances.			
		Future changes to this form will not affect valid VAPs.			
SIGNATURES Parents & Witness		By signing below, we certify that:			
		<ul style="list-style-type: none"><li>• The information we provided on this form is correct to the best of our knowledge.</li><li>• We are signing voluntarily, without being subject to force, threats or coercion.</li><li>• We have read &amp; understand the information provided.</li><li>• We understand the legal consequences of signing.</li></ul>			
		Birth parent’s signature		Date signed (mm/dd/yyyy)	
		WITNESS		Date signed (mm/dd/yyyy)	
		Parent’s signature		Date signed (mm/dd/yyyy)	
WITNESS		Date signed (mm/dd/yyyy)			

Send your completed VAP to:  
Office of Vital Records  
Vermont Department of Health  
280 State Drive  
Waterbury, VT 05671-8370  
vitalrecords@vermont.gov

Call 1-800-786-3214 if you have questions:  
Office of Child Support staff can explain:

- What signing this form means
- The different ways to establish parentage