Voluntary Acknowledgement of Parentage (LDSS-5171)

Instructions:

What is voluntary Acknowledgment of Parentage (AOP)?

Voluntary Acknowledgment of Parentage (AOP) is a simple administrative process through which unmarried couples, and married couples who use assisted reproduction, can establish legal parentage. Offering parents the opportunity to complete an Acknowledgment of Parentage form in a hospital or birthing center means parents can begin to establish legal parentage even as soon as the day the child is born.

Completing the AOP form

The Acknowledgment of Parentage form (LDSS-5171) consists of four (4) required sections. Brief instructions for each section are listed below. **Please Note: Signatures DO NOT need to be notarized.**

1. Child's section of the form. The child's full name, the name of the hospital, the child's date of birth, and the child's gender should be entered. (**Note, if any portion of the child's section has been crossed out or written over, a new form must be completed.**)
2. Birth parent's section of the form. The birth parent must provide full name, address, place of birth, date of birth, and Social Security number. The birth parent must check of whether or not they were married at the time of birth and sign the form in front of two witnesses. Witnesses cannot be related to either parent.
3. Other parent's section of the form. The other parent must provide full name, address, place of birth, date of birth, and Social Security number. The other parent must check of whether or not they are the genetic/biological father of the child and sign the form in front of two witnesses. Witnesses cannot be related to either parent.
4. Mailing addresses on the back of the form:
    Both parent's addresses: Where the child was conceived using assisted reproduction and the assistance of a gamete donor, enter the gamete donor's address—if known.

MAIL COMPLETED FORM TO:

Monroe County Office of Vital Records
740 East Henrietta Rd.
Rochester, NY 14623