

HFS 3416B, Voluntary Acknowledgment of Paternity

The HFS 3416B, [Illinois Voluntary Acknowledgment of Paternity](#) (VAP), legally establishes the biological father and child relationship (**when the biological father is not married to the child's biological mother**) and allows the biological father's name to be placed on the birth certificate. The biological father becomes the legal father of the child when the VAP is properly signed, witnessed, and filed with the Illinois Department of Healthcare and Family Services (HFS), creating certain legal rights and responsibilities for the child and the parents.

If the biological mother is or was married to or in a civil union with a person who is not the biological father when the child was born or within 300 days before the child was born, a HFS 3416D, [Illinois Denial of Parentage](#) (Denial) must be signed, witnessed, and filed in conjunction with the completion of the VAP by the biological mother and biological father.

This form is available as a hard copy and as a PDF fillable form that can be completed, printed, and signed.

HFS 3416B is also system generated at the IV-A/IV-D Consolidated Intake Interview when paternity needs to be established for a non-marital child. It is generated when the biological mother comes to the interview alone or with the alleged biological father. Both biological mother and biological father may sign the VAP at the same time, or they may sign the same VAP separately.

This form is available in Spanish for translation purposes **only** and is not a legal document.

Record the hard copy event for HFS 3416B, Voluntary Acknowledgment of Paternity on option 8.18 (if not already registered.) See Option 8.18 [OAD-Event Generation for Hard Copy Documents](#). It is necessary for you to complete all fields as shown in these instructions to process this form correctly.

Definitions of Parents:

Biological Father – the biological father is the man who provided the paternal genes of the child. The biological father is sometimes referred to as the natural father.

Biological Mother – the biological mother is the woman who gave birth to the child.

Presumed Parent – A presumed parent is a person married to or in a civil union with the biological mother when the child is born or if the child is born within 300 days after the marriage or civil union has ended.

Illinois Voluntary Acknowledgment of Paternity

File Date for ACU use only

PLEASE READ ALL PARTS OF THIS FORM INCLUDING YOUR RIGHTS AND RESPONSIBILITIES AND INSTRUCTIONS ON THE OTHER SIDE BEFORE COMPLETING THE FOLLOWING INFORMATION.

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ALL ITEMS MUST BE ANSWERED. (USE BLUE OR BLACK INK)

Child's information as shown on the Birth Certificate

Print all requested information

Child's Name (First)		Middle (if any)	Last (same as on the Birth Certificate)	Suffix (Jr, II, III)
Date of Birth (mm/dd/yy)	Gender <input type="checkbox"/> M <input type="checkbox"/> F	Name of Hospital or Address of Place of Birth		City, County, and State of Birth

Biological Father's Name (first)		Middle (if any)	Last	Suffix (Jr, II, III)
Current Address (street address and/or PO Box)			City, State, and Zip	Daytime Phone (include area code)
Place of Birth (city, state, or foreign country address)			Date of Birth (mm/dd/yy)	SSN/TIN

Biological Mother's Name (First)		Middle (if any)	Current Last Name	Maiden Name (before 1 st marriage)
Current Address (street address and/or PO Box)			City, State, and Zip	Daytime Phone (include area code)
Place of Birth (city, state, or foreign country address)			Date of Birth (mm/dd/yy)	SSN/TIN

Were you married to or in a civil union with a person **other than** the above-named father when this child was born, or within 300 days before this child was born? Yes No

If yes, that person is the presumed parent of this child and you are required to provide the presumed parent's name (first/middle/last) _____ . A Denial of Parentage must also be completed by the biological mother and presumed parent to place the biological father's name on this child's birth certificate.

By signing I acknowledge that I have read the rights and responsibilities and instructions on the other side of this form. I have been provided an oral explanation about the VAP and understand my rights and responsibilities created and waived by signing this form.

I UNDERSTAND THAT I CAN REQUEST A GENETIC TEST REGARDING THE CHILD'S PATERNITY. BY SIGNING THIS FORM, I GIVE UP MY RIGHT TO A GENETIC TEST.

BIOLOGICAL FATHER and BIOLOGICAL MOTHER: Under the penalties of perjury provided by Section 1-109 of the Illinois Code of Civil Procedure, we certify that our statements in this document are true and correct. We acknowledge that we are the biological parents of this child, and voluntarily sign this acknowledgement to establish this child's paternity and give our permission to enter the biological father's name as the legal father on the birth certificate for this child. We understand that the acknowledgment is the same as a court order for parentage of this child and that a challenge to the acknowledgment is allowed only under limited circumstances and is generally not allowed after 2 years.

Biological Father's Signature _____	Biological Mother's Signature _____
E-mail Address _____	E-mail Address _____

Each parent must sign and date this form in the presence of a witness age 18 or older. The witness must not be a parent or child named on the VAP.

<p>Witness Information</p> <p>Printed Name _____</p> <p>Signature _____</p> <p>Address _____</p> <p>Phone Number _____</p> <p>Date Parties Signed (mm/dd/yyyy) _____</p>	<p>Witness Information</p> <p>Printed Name _____</p> <p>Signature _____</p> <p>Address _____</p> <p>Phone Number _____</p> <p>Date Parties Signed (mm/dd/yyyy) _____</p>
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Instructions for Completing the Illinois Voluntary Acknowledgment of Paternity

PURPOSE: The Voluntary Acknowledgment of Paternity (hereafter called VAP) legally establishes the biological father and child relationship (**when the biological father is not married to the child's biological mother**) and allows the biological father's name to be placed on the birth certificate. The biological father becomes the legal father of the child when the VAP is properly signed, witnessed, and filed with the Illinois Department of Healthcare and Family Services (hereafter called HFS), creating certain legal rights and responsibilities for the child and the parents. The VAP may be completed before your child is born but is not valid until the child is born and the VAP is filed with HFS. A VAP (and Denial, if necessary) may be completed after you leave the hospital, and the VAP (and Denial, if necessary) may also be completed for a child born in another state. **Forms that contain errors will be rejected. As a result, paternity is not established, and the biological father's name will not be placed on the birth certificate.**

If the biological mother is or was married to or in a civil union with a person who is not the biological father when the child was born or within 300 days before this child was born, a Denial of Parentage (hereafter called Denial) must be signed, witnessed, and filed in conjunction with the completion of the VAP by the biological mother and biological father.

YOUR RIGHTS AND RESPONSIBILITIES

I understand that:

1. the VAP is a legal document, and when signed, witnessed, and filed with HFS, is the same as a court order determining the legal relationship between a biological father and child.
2. if I am a minor, I have the right to sign and have this form witnessed without my guardian's permission.
3. it is my responsibility to provide financial support for the child that may include child support and medical support starting from the child's birth until the child is at least 18 years old.
4. this VAP does not give parental responsibility allocation or parenting time to the biological father; however, it gives him the right to ask for parental responsibility allocation and parenting time.
5. either the biological mother or biological father may rescind the action by signing a Rescission of VAP. The Rescission must be signed, witnessed, and filed with HFS within 60 days from the effective date of the VAP or the date of a proceeding relating to the child, whichever occurs earlier.

INSTRUCTIONS – USE BLACK OR BLUE INK

1. The biological mother must indicate "Yes" or "No" if she is or was married to or in a civil union with a person other than the biological father when this child was born or within 300 days before this child was born. If "yes", the biological mother must provide the name of that person (referred to as the presumed parent). The presumed parent and biological mother must sign the Denial and the biological mother and biological father must sign the VAP to establish legal paternity and place the biological father's name on the birth certificate. **If the presumed parent and the biological mother do not sign the Denial, the presumed parent is the legal parent of the child and that person's name, by law, must be placed on the birth certificate.**
2. Each person must sign and date all forms in front of a witness. A witness must be an adult age 18 or older but cannot be the parents or child named on the VAP.
3. If the VAP (and Denial, if necessary) is completed at the hospital when the child is born, hospital staff will add the biological father's name to the birth certificate and send the VAP to HFS for filing.
4. If the VAP (and Denial, if necessary) is not completed at the hospital, each person must sign and date the form(s) in front of a witness, age 18 or older but not the parents or child named on the VAP and submit the original documents to HFS.-
5. Send only the original document. Do not send a photocopy (must be original signatures)

Mail original document to:
(Copies will be rejected)

Administrative Coordination Unit (ACU)
PO BOX 19152
Springfield, Illinois 62794-9968

The Administrative Coordination Unit (ACU) will file the original VAP and send a copy of the completed VAP (and Denial, if necessary) to either the: 1. Illinois Department of Public Health, Division of Vital Records (for Illinois births); or 2. Vital Records Office in affected state (for out of state births)

This form is available in English and Spanish upon request and can be found on the HFS website at

<https://hfs.illinois.gov/childsupport/formsbrochures>. The Spanish version may be used for translation purposes only. **The Spanish version is not acceptable as a legal document.** Only the English version of this document may be signed, witnessed, and filed with HFS.

SI LAS PIDE, TENEMOS VERSIONES EN ESPAÑOL DISPONIBLES Y EN EL SITIO DEL DEPARTAMENTO EN EL INTERNET EN <https://hfs.illinois.gov/childsupport/formsbrochures>, PERO SÓLO SE PUEDEN USAR PARA PROPÓSITOS DE TRADUCCIÓN. **LAS VERSIONES EN ESPAÑOL NO SON DOCUMENTOS LEGALES ACEPTABLES.** SÓLO LA VERSIÓN EN INGLÉS DEL DOCUMENTO SE PUEDE FIRMAR Y ATESTIGUAR.

To request a certified copy of the VAP, complete and follow the instructions on the **HFS 3416H**, Request for a Certified copy of the Voluntary Acknowledgment of Paternity and/or Denial of Parentage. This form can also be found on the HFS website provided above.

If you have any questions relating to the child's birth certificate, visit the Department of Public Health's Division of Vital Records at <https://dph.illinois.gov/topics-services/birth-death-other-records> or email dph.vitals@illinois.gov.

For a recorded explanation of your rights and responsibilities call 1-844-215-6576, or if you have any questions relating to completing this form call the customer service call center at 1-800-447-4278.