

eVDOP User Guide



POP is

- a simple no-cost opportunity for eligible parents to voluntarily establish a legal parent/child relationship without having to go to court.
- not involved with the judicial method of establishing parentage, genetic testing, custody, financial or child support aspects.
- the custodian of records for the 4.3+ million declarations that have been filed since the program's inception in 1995.

Once mailed to POP for filing, there is NO fixing, NO editing, NO changing, and NO amending the VDOP.

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Introduction

The Parentage Opportunity Program (POP) is a federally mandated program administered by the State of California and provides eligible parents with the opportunity to establish a legal parent/child relationship, without having to go to court, when they sign and file a Voluntary Declaration of Parentage (VDOP).

Birth Clerk: For unmarried birth parents/mothers, a VDOP is required to be completed, signed, dated, and witnessed, at birth registration, to include the non-birth parent's name on the original birth certificate.

Currently, the VDOP is a 6-page physical paper document, that is printed and shipped to over 800 authorized agencies throughout the state (160,000/yr +). These paper forms must be manually completed, signed & dated in ink, witnessed, and then forwarded/mailed to POP for data validation and filing.

This web-based application is only an option and not mandatory. This eVDOP option does not require an all or nothing implementation approach.

This site mirrors the data collection process of the physical form. Its design focuses on mitigating common errors that delay or prevent forms from being filed with the State of California, POP.

The site uses error mitigating checks throughout the process, preventing users from advancing to the Lock and Print for Parent Signatures stage until all necessary fields are completed. This ensures that each Lock and Print for Parent Signatures form meets the required standards, reducing the likelihood of invalid and duplicate forms. Errors have virtually been eliminated.

Getting Started

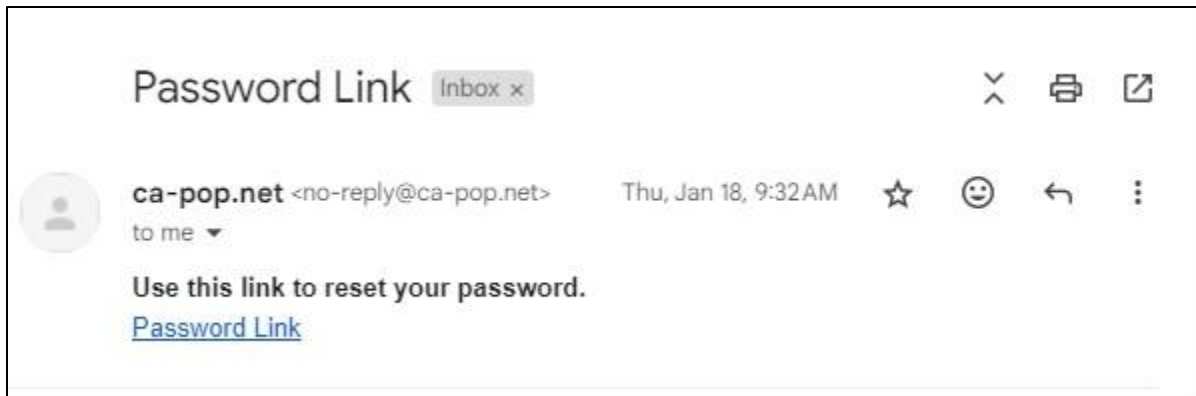
eVDOP web address: <https://evdop.ca-pop.net/>

Access to the eVDOP site is restricted to permitted users only. Login credentials will only be granted to users that have been registered by their Authorized Witnessing Agency (AWA).

Usage Requirements: Once the intended user has been issued access to the eVDOP website and their account is set up, they must log on every 60 days, or their account will automatically de-activate and will require an Agency Admin to re-activate.

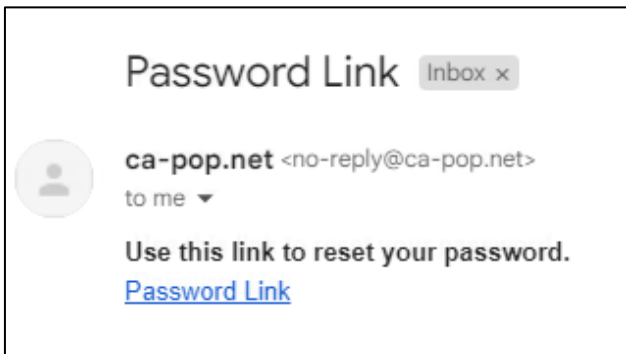
Once a user's access has been approved, users can expect to receive a Password Link email in their inbox. This email serves as a tool to allow the user to access the site. The automated email will contain a link to the California Parentage Opportunity Program –

Electronic Voluntary Declaration of Parentage website <https://evdop.ca-pop.net/>.



The Password Link email will be sent automatically from our contracted vendor. If you do not receive your Password Link email, confirm the email address entered is correct, check your junk email folder; if not found, you can contact askpop@dcss.ca.gov.

Login Page



Clicking on the link provided in the Password Link email will take the user to the eVDOP login page to set the user's new password. The only requirement is it must be at least 8 characters.

When setting a password, choose something secure and easy to remember. After setting a password, the user will be directed to the eVDOP Home/Landing Page.

Forgot Password: If at any time the user forgets their password, click the yellow "Forgot Password" button under the sign in button. This will take the user to a new screen that will ask for your email address. The user will receive an email allowing them to reset their password.

A screenshot of the "Existing User Login" form. It has a dark background. At the top, it says "Existing User Login" in a light blue font. Below that are two input fields: "Email Address" and "Password". At the bottom, there are two buttons: a blue "log in" button and a yellow "Forgot Password" button.

Multiple Agencies: Some users may be registered with multiple agencies/locations. In this case, once the user clicks "log in" they will be directed to a page where they will be prompted to select the agency in which they will be registering forms.

For the purposes of this user guide, the agencies listed will be identified as **State of California – DCSS (green)** and **Test Agency: The Sequel (blue)**. On the user's dashboard, the agency or agencies listed will be specific to the individual user.

A screenshot of a screen titled "Which Location Are You Logging Into?". Below the title are two buttons: a green button labeled "State of California - DCSS - PO Box 419070 Attn: Parentage Opportunity Program (POP)" and a blue button labeled "Test Agency: The Sequel - 5678 Test Ave".

The Dashboard

The eVDOP Dashboard is where all eVDOP data is centralized. Here you will find options and features designed to help users navigate the site.

These Sections include:

1. My Authorized Witnessing Agency
2. Locked/Printed and In-Progress VDOPs
3. Multiple Births
4. Messages from POP
5. Start New VDOP
6. Monthly Reports
7. Email Support
8. User Guide

California Parentage Opportunity Program - POP

Admin Dashboard User Guide Log Out

Test Agency: The Sequel

Hi Audrey Covey, I'm the dashboard!

1

My Authorized Witnessing Agency (AWA)

Manage Agency

Agency: Test Agency: The Sequel
5678 Test Ave
Gotham City, BL 88888
Agency code: 2001

Switch Location
Test Agency: The Sequel - 5678 Test Ave

2

Agency In-Progress VDOPs

Agency In-Progress VDOPs

Child & Birth Parent	User	Child	Birth Parent	Other Parent	Witness	
KENNETH COVEY MOTHER GOOSE	Audrey Covey	✓	✓	✓	✓	View/Edit
TEST TEST	Sam Velasquez	✓	✗	✗	✗	Assign to me
BRANDON RUBBLE STONE BETTY BOULDER	Kathleen Merr	✓	✓	✓	✓	Assign to me
PHIL STEAK	Kathleen Merr	✗	✗	✗	✗	Assign to me
CHIPPER RUBBLE PEBBLES FLINTSTONE	Mark Judish	✓	✓	✓	✓	Assign to me
CHIPP RUBBLE PEBBLES FLINTSTONE	Mark Judish	✓	✓	✓	✓	Assign to me
BILLY BOB JACOBS MONICA CHASE	Mark Judish	✓	✓	✓	✓	Assign to me
BABY GIRL JOHNSON BETTY BOOPERSTIEN	Mark Judish	✓	✓	✗	✓	Assign to me
PEPER JONES	Mark Judish	✓	✗	✓	✓	Assign to me

3

Recent VDOPs with Multiple Births

Child & Birth Parent	User	Birth Order	Locked/Printed?	
TWIN B BAKER MOTHER GOOSE	Audrey Covey	Twin B	✓	
TWIN A BAKER MOTHER GOOSE	Audrey Covey	Twin A	✓	create duplicate

4

Messages From POP

PARENT LINKS - coming soon
Parent Links - Only requires the parent's email addresses.

Parents will receive a link to complete their assigned required data fields on their phone, tablet, or computer.

eVDOP will auto-populate when parents complete and submit.

Easy visual indicators to track progress.

5

New Voluntary Declaration of Parentage - VDOP

[Start New VDOP](#)
for Test Agency: The Sequel - 5678 Test Ave

6

Monthly Reports

January 2026 [Go](#)

7

Email Support

[askpop@dcss.ca.gov](#)

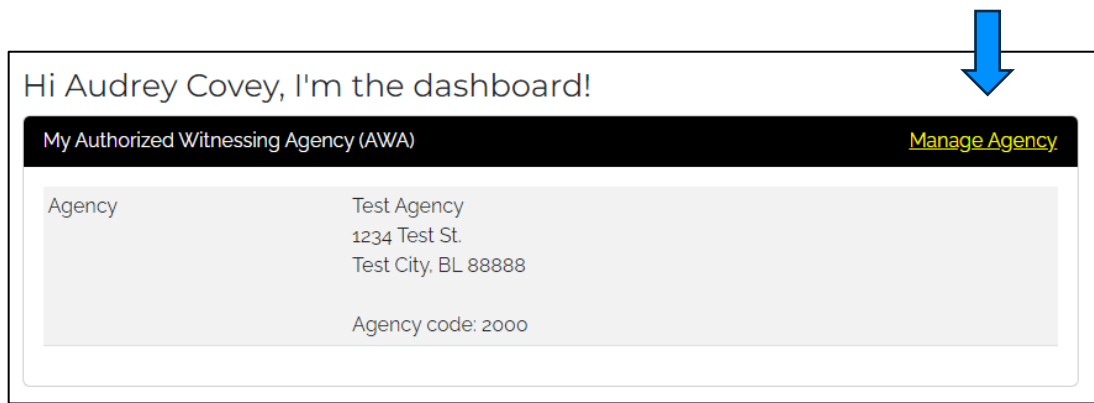
8

User Guide

[Open in browser](#) [Download](#)

© 2026 Department of Child Support Services

Manage Agency



Hi Audrey Covey, I'm the dashboard!

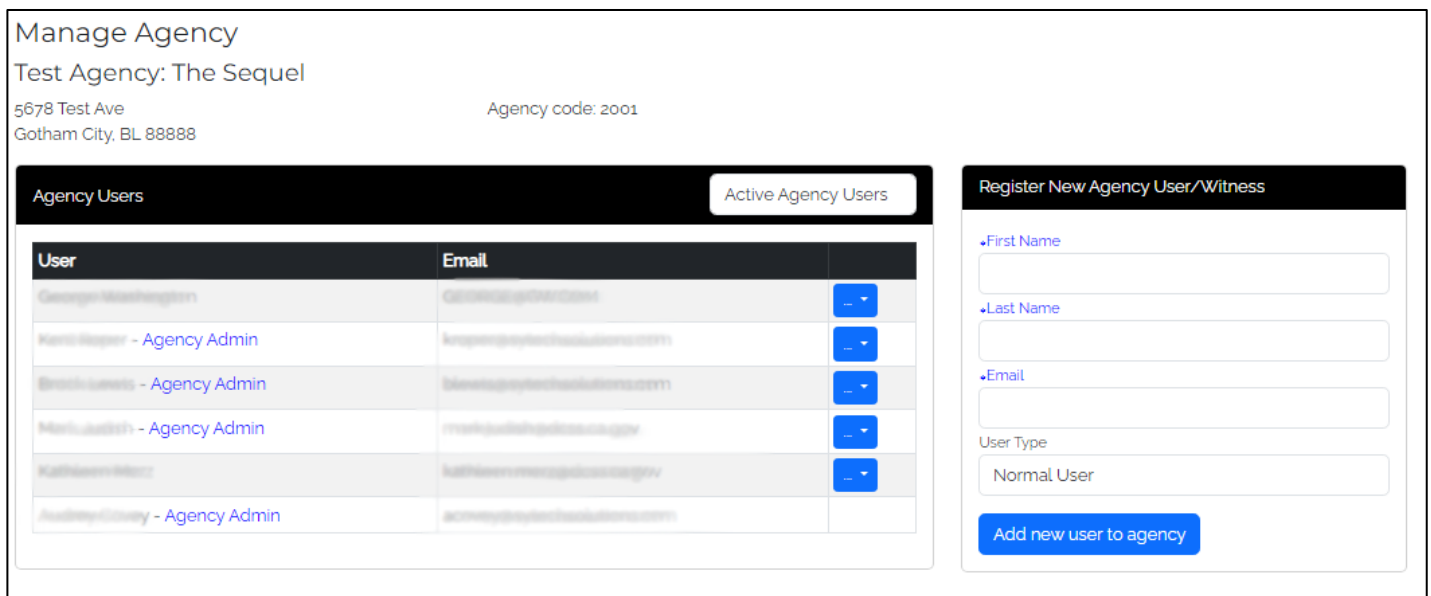
My Authorized Witnessing Agency (AWA) [Manage Agency](#)

Agency	Test Agency 1234 Test St. Test City, BL 88888
Agency code: 2000	

There are two types of user roles; **Standard User** and **Agency Admin**. An Agency Admin will have advanced access compared to the standard user. Only Agency Admin will have access to the Manage Agency button. This button takes you to your agency's user list and is located in top right-hand corner of the "My Authorized Witnessing Agency box" in yellow type.

Any Agency Admin has the responsibility of managing and maintaining the user activity of their agency. POP recommends that each agency has two or more Agency Admins.

This role involves several duties, including user account set up and management, monitoring user operations, and addressing any issues or discrepancies that may arise.



Manage Agency

Test Agency: The Sequel

5678 Test Ave
Gotham City, BL 88888

Agency code: 2001

Agency Users		Active Agency Users
User	Email	
George Washington	George.Washington@test.com	—
Karen Rogers - Agency Admin	karenr@test.com	—
Brian Lewis - Agency Admin	brianl@test.com	—
Mark Smith - Agency Admin	marksmith@test.com	—
Kathleen Miller	kathleenm@test.com	—
Audrey Covey - Agency Admin	acovey@test.com	

Register New Agency User/Witness

First Name

Last Name

Email

User Type

Normal User

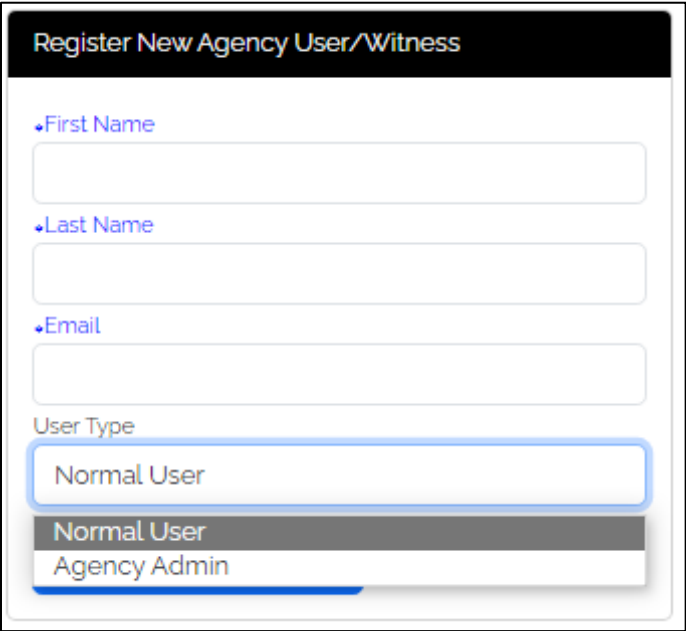
Add new user to agency

This page allows the Agency Admin to oversee their user's activity status within their agency. Agency Admins are responsible for managing user accounts, including adding new users and deactivating/reactivating existing ones.

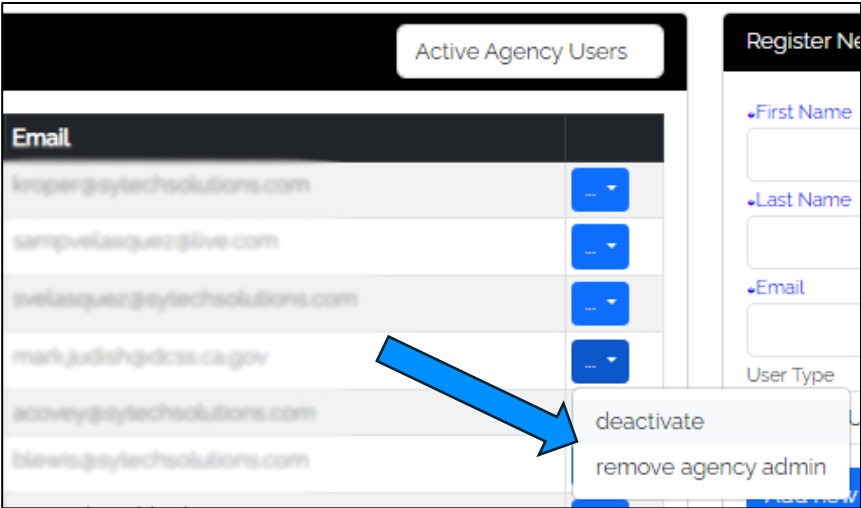
To add a user, an Agency Admin will utilize the Register New Agency User/Witness feature. This allows the Agency Admin to input the new user's first name, last name, correct email address, and user type.

Standard User: A Standard User will be restricted to only the sections on the dashboard. They will not have access to the "Manage Agency" button. This ensures that user management is designated to select individuals.

If an active user no longer requires access, the Agency Admin can deactivate their account. This effectively suspends the user's access privileges, rendering them unable to log in until an Agency Admin chooses to reactivate their account.



The form is titled "Register New Agency User/Witness" in a black header. It contains four input fields: "First Name", "Last Name", and "Email", each with a blue downward arrow icon to its left. Below these is a "User Type" dropdown menu. The dropdown is open, showing three options: "Normal User" (highlighted with a blue border), "Normal User" (in a grey bar), and "Agency Admin" (in a white bar with a blue underline).



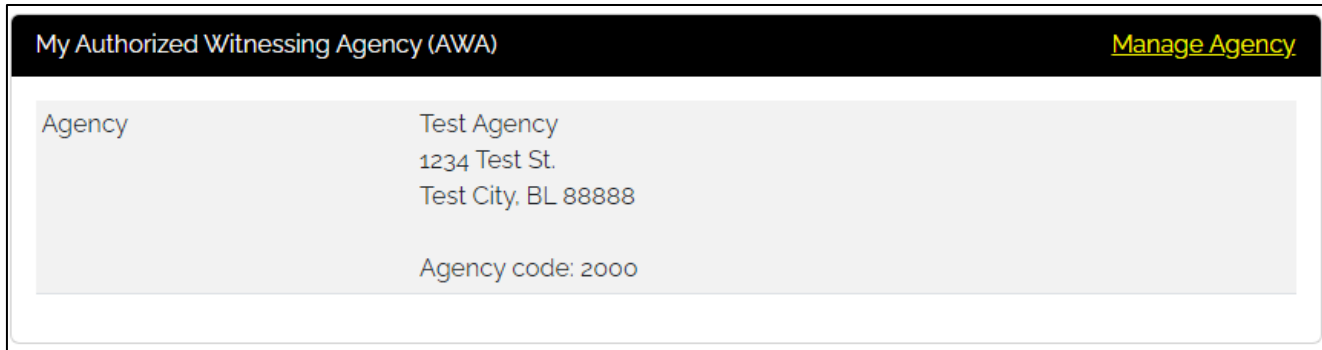
The table is titled "Active Agency Users" in a black header. It has two columns: "Email" and an action column. The "Email" column lists six email addresses. The action column contains blue square buttons with a white downward arrow. A blue arrow points from the third button to a context menu that is open, showing two options: "deactivate" and "remove agency admin".

Email	Action
kraper@sytechsolutions.com	[button]
sampvelasquez@live.com	[button]
swelasquez@sytechsolutions.com	[button]
mark.judish@dcss.ca.gov	[button]
acovey@sytechsolutions.com	[button]
blewis@sytechsolutions.com	[button]

Agency Admin users control agency administrative access with this tool. This functionality allows individual agency control over the user access levels to ensure data security.

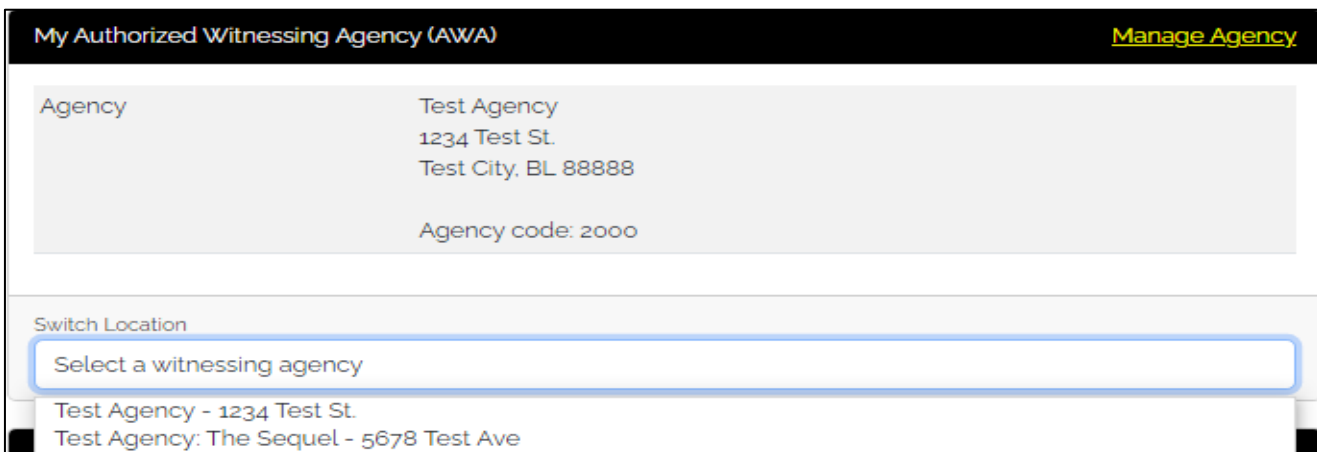
[1. My Authorized Witnessing Agency](#)

The My Authorized Witnessing Agency (AWA) section displays the user's Agency, including complete, correct, and accurate, name, address, and unique Agency Code.



The screenshot shows a web interface for the 'My Authorized Witnessing Agency (AWA)' section. At the top, there is a black header bar with the text 'My Authorized Witnessing Agency (AWA)' on the left and a yellow link 'Manage Agency' on the right. Below the header is a light gray box containing the following information: 'Agency' (Test Agency), '1234 Test St.', 'Test City, BL 88888', and 'Agency code: 2000'.

Multiple Locations: It is possible for users to be registered under multiple agencies/locations within the eVDOP system. In this case, users can be granted the permission level to switch between agencies in the form of a drop-down menu. This tool allows users to choose the specific agency under which they need to generate VDOPs.

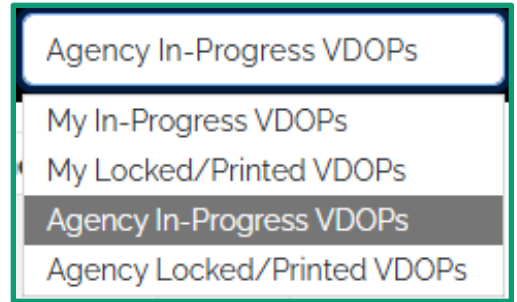


The screenshot shows the same 'My Authorized Witnessing Agency (AWA)' section as the previous image, but with an additional 'Switch Location' section below the agency details. This section contains a dropdown menu with the text 'Select a witnessing agency'. Below the dropdown menu, two options are visible: 'Test Agency - 1234 Test St.' and 'Test Agency: The Sequel - 5678 Test Ave'.

Notify POP: You must notify POP of any changes to your agency name, address, or personnel as quickly as possible. Agency information must match what POP has on file. If this information does not match, any locked/printed VDOPs will be returned and not filed with the state of California and a legal parent/child relationship will not be established. The name and address of your agency must be correct.

2. Locked/Printed and In-Progress VDOPs

This section provides a comprehensive display of all VDOPs locked/printed and those still in-progress. It provides visual indicators allowing users to easily identify the progress of VDOPs. The yellow highlight indicates the use of Parent Links. A green check mark indicates all required data has been successfully entered. An orange circle with an x indicates the required data has NOT been successfully entered.



Agency In-Progress VDOPs

The default view displays all VDOPs started by your agency users. Before creating a new VDOP, check the **Agency In-Progress VDOPs** list to mitigate duplicate VDOPs.

Agency In-Progress VDOPs		Agency In-Progress VDOPs				
Child & Birth Parent	User	Child	Birth Parent	Other Parent	Witness	
BABY BEAR MAMA BEAR	Audrey Covey	✓ BP	✓ BP	✓ BP	✓	View/Edit
KENNETH COVEY MOTHER GOOSE	Audrey Covey	✓	✓	✓	✓	View/Edit
TEST TEST	Sam Velasquez	✓	✗	✗	✗	Assign to me
BRANDON RUBBLE STONE BETTY BOULDER	Kathleen Merz	✓	✓	✓	✓	Assign to me
PHIL STEAK	Kathleen Merz	✗	✗	✗	✗	Assign to me
CHIPPER RUBBLE PEBBLES FLINTSTONE	Mark Judish	✓	✓	✓	✓	Assign to me
CHIPP RUBBLE PEBBLES FLINTSTONE	Mark Judish	✓	✓	✓	✓	Assign to me
BILLY BOB JACOBS MONICA CHASE	Mark Judish	✓	✓	✓	✓	Assign to me
BABY GIRL JOHNSON BETTY BOOPERSTIEN	Mark Judish	✓	✓	✗	✓	Assign to me
PEPER JONES	Mark Judish	✓	✗	✓	✓	Assign to me

Assign to me:

You can check the progress of any In-Progress VDOP by assigning it to yourself.

To review and/or edit a started eVDOP, use the Assign to me feature. Clicking Assign to me triggers a pop-up window; you then reassign the VDOP to yourself. **Users can only enter/edit data when the record is assigned to them.** You will now find the form under the “My In-Progress VDOPs” tab.

Modal title

Do you wish to reassign this VDOP to you?
(Note, this will also fill in your information as the signing witness)

Birth Parent

Date Started
April 8, 2024 at 10:54am

Current Assigned Witness
Kent Roper

Reassign to me
Cancel

The “My In-Progress VDOPs” table allows users to manage their uncompleted VDOPs. This view offers the ability to enter, edit or delete data on any form assigned to them.

View/Edit: Enables users to view, edit, and finalize any form assigned to them.

Delete: Permits users to delete any form assigned to them.

My In-Progress VDOPs					
Child & Birth Parent	Child	Birth Parent	Other Parent	Witness	
EDGAR ROQUEFORT ADELAIDE BONFAMILLE	✓	✓	✗	✗	View/Edit delete
TOULOUSE CHATTE DUCHESS CHATTE	✓	✓	✓	✓	View/Edit delete
WESLEY COVINGTON LADY CLUCK	✓	✓	✗	✓	View/Edit delete
LITTLE BEAR MOTHER BEAR	✓	✓	✓	✗	View/Edit delete

My In-Progress VDOPs

This feature enables users to view, edit, and finalize the input of information to successfully complete the VDOP.

My Locked/Printed VDOPs					
Child & Birth Parent	Child	Birth Parent	Other Parent	Witness	
DAMIAN YOUNG ROSALIE YOUNG	✓	✓	✓	✓	View/Print
BENJI BARAJAS CLAUDIA BARAJAS	✓	✓	✓	✓	View/Print
EVELYN EDWARDS DAHLIA EDWARDS	✓	✓	✓	✓	View/Print
GEORGIE WOODS AURORA WATKINS	✓	✓	✓	✓	View/Print

Agency Locked/Printed VDOPs

A complete list of VDOP forms that were locked/printed by the user. This view will allow you to go in after the fact and print parent copies if needed.

Agency Locked/Printed VDOPs						
Child & Birth Parent	User	Child	Birth Parent	Other Parent	Witness	
DAMIAN YOUNG ROSALIE YOUNG	Audrey Covey	✓	✓	✓	✓	View/Print void eVDOP
BENJI BARAJAS CLAUDIA BARAJAS	Audrey Covey	✓	✓	✓	✓	View/Print void eVDOP
EVELYN EDWARDS DAHLIA EDWARDS	Audrey Covey	✓	✓	✓	✓	View/Print void eVDOP
GEORGIE WOODS AURORA WATKINS	Audrey Covey	✓	✓	✓	✓	View/Print void eVDOP
TWINNERS A DOE SALLY JONES	Kent Roper	✓	✓	✓	✓	View/Print void eVDOP

My Locked/Printed VDOPs

This table shows VDOPs Locked/Printed by all users in your agency. This list only displays VDOPs Locked/Printed within the last 30 days.

3. Multiple Births

The Recent VDOPs with Multiple Births section displays all multiples locked/printed within the month. To generate an additional form without the need to input parents' information more than once, select **Create Duplicate**.

Multiples: It is critical to collect, confirm, and enter correct data for both parents for the first child as this data is used to pre-populate any number of multiples needed after.

It is very important that multiple birth VDOPs are always kept together throughout the process. **Please do not staple them together but paper clips are okay** when submitting/mailing them to POP.

Recent VDOPs with Multiple Births				
Child & Birth Parent	User	Birth Order	Locked/Printed?	
TOULOUSE LAFAYETTE MARIE DUBOIS	Audrey Covey	Twin B	✓	
BERLIOZ LAFAYETTE MARIE DUBOIS	Audrey Covey	Twin A	✓	create duplicate
TWINNERS B DOE SALLY JONES	Audrey Covey	Twin B	⊗	
TWINNERS A DOE SALLY JONES	Kent Roper	Twin A	✓	create duplicate

Once the duplicate is created, you only need to input data for the multiple (child's first, middle, and last name, along with their DOB).

You will lock/print all VDOP forms for parents and witness wet signatures and sign dates for each child in the set.

Modal title

×

Do you wish to duplicate this VDOP?

A new VDOP will be created with the same parents, but you will need to finish information about the child.

Birth Parent

OLIVIA SUMMIT

Date Started

April 11, 2024 at 1:17pm

Copying From

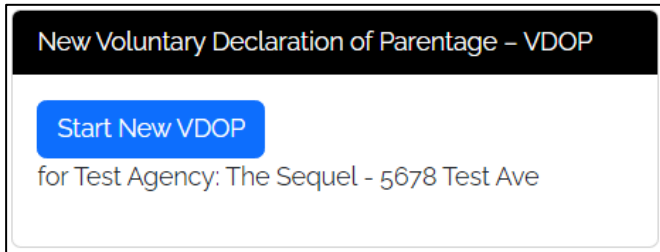
Twin A

Duplicate

Cancel

4. Start New VDOP

This eVDOP site mirrors the data collection flow of the physical form and features error mitigation logic to ensure all required fields are completed. This prevents users from advancing to the locked/printed stage until all required fields are completed and guarantees that each completed form meets the required standards, significantly reducing the number of Invalid forms rejected.

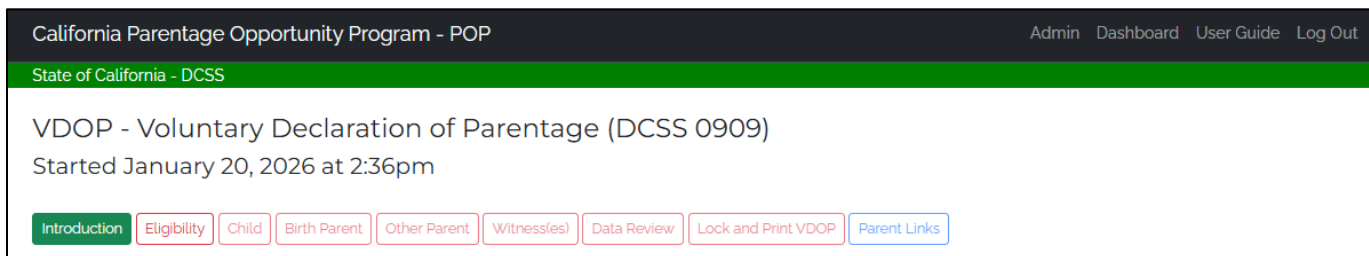


To begin a new VDOP, simply click on the "Start New VDOP" button. This will open the form and allow the user to input all the required information.

Introduction



The Introduction tab is Page 1 of the physical Voluntary Declaration of Parentage – VDOP. This page should be used as a resource.



Signing this form is **voluntary**.

This is a legal document. Parents have the right to speak to a lawyer or to request genetic testing **BEFORE** they sign.

Parents must be eligible to sign, or it will be legally invalid.

The **parents must decide** if they are eligible to sign and if any of the ineligible situations apply to them.

The witness is required to witness the document when the parents determine they are eligible. Users are encouraged to review these conditions to ensure compliance with legal requirements before offering a VDOP to the parents.

Voluntary Declaration of Parentage (VDOP) Instructions and Application Form

California Department of Child Support Services
Parentage Opportunity Program

Signing this form is voluntary. This is a legal document. Read the entire form before you sign.

You are the legal parents of this child when you sign and file this Voluntary Declaration of Parentage (VDOP).

- You have the right to speak to a lawyer or to request genetic testing **before** you sign.
- You must be eligible to sign or it will be legally invalid.

Signing this form **will** legally establish your child's parentage if you are in any of the following situations.

To be **ELIGIBLE**, you must be **EITHER**:

- An unmarried Birth Parent and the only possible genetic father.

Or

- Two people, married or unmarried, who had this child through assisted reproduction using sperm and/or egg donation, except if the donation was from their spouse.

A VDOP filed in any of these situations **WILL** be legally valid **UNLESS** any situation below applies.

Continue - You are eligible to proceed.

Signing this form **will not** legally establish your child's parentage if you are in any of the following situations.

You are **NOT ELIGIBLE** when your situation includes:

- **Surrogacy**
 - The parents have a surrogacy agreement for this child.
- **Uncertainty Exists about the Parentage of a Child Born Through Assisted Reproduction**
 - One of you did not originally intend to be a parent but have changed your mind and now want to be recognized as a parent.
 - You agreed for this child to be produced by sperm or egg donation, but there is uncertainty as to whether the child was produced by the donation or by sexual intercourse.
- **Assisted Reproduction, Spousal Donation**
 - This child was produced by sperm or egg donation from your spouse.
- **Another Parent Exists**
 - Someone else has already been declared to be a parent of this child by a court order.
 - The Birth Parent has already signed a VDOP for this child with someone else.
 - Someone other than the two people signing this form is an intended parent under an agreement for donated sperm or eggs.
 - Someone else was married to and living with the Birth Parent at the time of conception and birth of this child; or this child was born during that marriage or within 300 days of the end of that marriage.
 - The Birth Parent married someone after this child was born and that person is obligated (by a writing or court order) to pay support for this child.

A VDOP filed in any of these situations **WILL NOT** be legally valid. Refer to the Alternatives, Rights, Responsibilities, and Consequences on the last page of this form.

STOP - You are **NOT ELIGIBLE** to complete the VDOP.

The Desk Aid: The **Desk Aid** should be used to accurately determine eligibility. If you would like a copy of the Desk Aid, please email ASKPOP@DCSS.CA.GOV.



DETERMINING VDOP ELIGIBILITY

Who should complete DCSS 0909?

EFFECTIVE 01/01/2020

Please Note: Parents have the right to speak to an attorney
or request free genetic testing BEFORE signing a VDOP.

Ask the VDOP signers the following:

1. Are the VDOP signers the unmarried birth parent and biological father?

YES: Offer the VDOP

Do any of the ineligible scenarios apply to them? (The **parents** must decide if they are eligible and should refer to the form for detailed instructions or their own counsel for questions)

NO: Go to #2 below

2. Was this child conceived through Assisted Reproduction?

YES: Was any donor the spouse of the birth parent?

YES: No Form

NO: Offer the VDOP

Do any of the ineligible scenarios apply to them? (The **parents** must decide if they are eligible and should refer to the form for detailed instructions or their own counsel for questions)

NO: No Form

Contact POP:

For more information on POP

www.childsupport.ca.gov Under
"Services We Offer"

askpop@dcss.ca.gov
Phone 916.464.1982

Hours of Service

Monday-Friday | 8 a.m. – 5 p.m.
Saturday-Sunday | Closed



Contact your local child support agency | 866.901.3212 toll-free (within the U.S.) | TTY 866.399.4096

Eligibility



Eligibility Clarification

There are two provisions under which parents can qualify to sign a Voluntary Declaration of Parentage (VDOP):

Unmarried Birth Parent and only possible Genetic Parent.

- **Most common - unmarried mother and biological dad.**
- If the birth parent receives ova donation and the other parent is the genetic parent, they are eligible.
- If there are two donors (one for ova and one for sperm) the fact there are two donors violates the "only" other genetic parent requirement, so they don't qualify to sign a VDOP.

Married or unmarried woman who gave birth (birth parent) to the child and another person who is a parent under Family Code §7613 of a child conceived through assisted reproduction.

- If two people are married and the other parent donates ova to the birth parent, they are ineligible because the spouse is a donor.
- The key to this provision is that the parents must comply with FC §7613. FC §7613 specifically disqualifies spouse donors, a spouse who donates ova does not comply with FC §7613 so they don't meet the requirement to sign a VDOP under this provision.

This tab serves as a resource to clarify eligibility.

The Eligibility tab features a guide to assist the user in evaluating whether the parents meet the eligibility qualifications to complete, sign, and file a VDOP.

When the parents' situation is not eligible, the user is prohibited from moving on to the data capturing process. This proactive approach mitigates not eligible parents from signing and submitting forms that are legally invalid.

The Required questions incorporate hover definitions for keywords such as "**unmarried**" and "**genetic father**" to provide clarification. These descriptions aid the user in accurately defining the questions when seeking confirmation from the parents. By using the tools provided on this page, the user is able to accurately assist the parents with eligibility.

Started at 8:41am

Start Here

Birth Parent

Eligibility

Birth Parent (p. VDOP. Who gave birth to the c

Is the Birth Parent unmarried?

Unmarried means the person who gave birth is/was NOT married, or in a registered domestic partnership, to anyone, anywhere at the time of conception, birth, and at the time of signing this

Other Parent

Is the Other Parent the genetic father of the child?

Genetic Father means your sperm was used in the conception of this child and assisted reproduction was NOT used to conceive this child.

The radio buttons in the eligibility tab allow users to explore different scenarios when determining the eligibility of parents wanting to file a Voluntary Declaration of Parentage (VDOP). Users can assess various situations that may impact eligibility.

Birth Parent (person who gave birth to the child)

Is the Birth Parent unmarried?

☒ Yes ☐ No

By selecting YES, I confirm that the birth parent (person who gave birth) is not married, or in a registered domestic partnership, to anyone at the time of conception, birth, and at the time of signing this Voluntary Declaration of Parentage.

Other Parent

Is the Other Parent the genetic father of the child?

☒ Yes ☐ No

By selecting YES, I confirm the only possible genetic father (person whose sperm was used to conceive this child) is the other intended parent listed on this VDOP

Next

Yes+Yes

When the Birth Parent is unmarried and the Other Parent is identified as the genetic father of the child, the parents are **eligible**.

This is the most common eligible situation.

Birth Parent (person who gave birth to the child)

Is the Birth Parent unmarried?

☐ Yes ☒ No

This means the person who gave birth is married or in a registered domestic partnership. If the person who gave birth is married, or in a registered domestic partnership, to anyone at the time of conception, birth, and at the time of signing and **assisted reproduction was NOT used**, you are **not eligible** to complete a VDOP because the marital presumption establishes parentage in the spouse, even if they are not the biological parent.

FC §7611(a) states, "A person is presumed to be the natural parent of a child if the person meets the conditions provided in Chapter 1 (commencing with §7540) or Chapter 3 (commencing with §7570) of Part 2 or in any of the following subdivisions: (a) The presumed parent and the child's natural mother are or have been married to each other and the child is born during the marriage, or within 300 days after the marriage is terminated by death, annulment, declaration of invalidity, or divorce, or after a judgment of separation is entered by a court."

A court must determine parentage in such a case.

Other Parent

Is the Other Parent the genetic father of the child?

☒ Yes ☐ No

By selecting YES, I confirm the only possible genetic father (person whose sperm was used to conceive this child) is the other intended parent listed on this VDOP

If the Birth Parent is married, or in a registered domestic partnership, and the Other Parent is the biological father, the Birth Parent's spouse must be dis-established and the boyfriend/genetic father must be established by the court. The VDOP is not for you.

No+Yes

When the Birth Parent is married to anyone anywhere and the Other Parent is the genetic father of the child, the parents are **NOT eligible** for the VDOP.

This is the most common NOT eligible situation.

Birth Parent (person who gave birth to the child)

Is the **Birth Parent** unmarried?

☒ Yes ☐ No

By selecting YES, I confirm that the birth parent (person who gave birth) is not married, or in a registered domestic partnership, to anyone at the time of conception, birth, and at the time of signing this Voluntary Declaration of Parentage.

Other Parent

Is the **Other Parent** the genetic father of the child?

☐ Yes ☒ No

Assisted Reproduction

Was the child conceived with Assisted Reproduction?

☐ Yes ☒ No

If assisted reproduction was not used, you are not eligible, and parentage must be established in court.

The spouse of the birth parent must be dis-established, and the biological/genetic father can then be established by the court. **You are not eligible to participate in the Parentage Opportunity Program.**

Yes+No+No

When the Birth Parent is unmarried, but the Other Parent is **not** the genetic father, and assisted reproduction wasn't utilized, the parents are **NOT eligible**. At this stage, users won't be able to proceed further with the process.

Birth Parent (person who gave birth to the child)

Is the **Birth Parent** unmarried?

☒ Yes ☐ No

By selecting YES, I confirm that the birth parent (person who gave birth) is not married, or in a registered domestic partnership, to anyone at the time of conception, birth, and at the time of signing this Voluntary Declaration of Parentage.

Other Parent

Is the **Other Parent** the genetic father of the child?

☐ Yes ☒ No

Assisted Reproduction

Was the child conceived with Assisted Reproduction?

☒ Yes ☐ No

By selecting Yes, you confirm that this child was conceived using assisted reproduction.

You confirm that neither spouse, if married or in a registered domestic partnership, is a donor (sperm and/or ova) **AND** the non-birth parent is the Intended Other Parent identified on this VDOP.

Next

Yes+No+Yes

If the Birth Parent is unmarried and the Other Parent is not the genetic father, but assisted reproduction was used, then the parents are **eligible** and may proceed.

Parent Links

The Parent Links feature requires the user to accurately collect the parent(s) email address(es).

To use the **Parent Links** feature within the eVDOP site, start by selecting **Start New VDOP**

Before the Parent Links tab is activated, you must complete the Eligibility section. Once eligibility is confirmed, you can proceed with Parent Links.

Introduction Eligibility Child Birth Parent Other Parent Witnesses Data Review Lock and Print VDOP Parent Links

Eligibility Information

Birth Parent (person who gave birth to the child)

Is the Birth Parent [unmarried](#)?

☐ Yes ☐ No

Other Parent

Is the Other Parent the [genetic father](#) of the child?

☐ Yes ☐ No

New Voluntary Declaration of Parentage – VDOP

Start New VDOP

for State of California - DCSS - PO Box 419070 Attn:
Parentage Opportunity Program (POP)

Not Eligible: When the parents are determined to be not eligible, the form, including the Parent Links tab, will not be activated.

The Parent Links feature allows the user to assign the **Child**, **Birth Parent**, and **Other Parent** required data fields to either parent, allowing them to enter their own required information, typically on their phone.

In the Form Sub-assignments table, users can assign required sections of the VDOP to either the Birth Parent or the Other Parent.

Parent Links

Use this tab to assign parts of the form to one or both parents.

Form Section	Recording Agency	Birth Parent	Other Parent
Child	✓	assign	assign
Birth Parent	✓	assign	assign
Other Parent	✓	assign	assign

To do this, select the **assign** button in the column that corresponds to the relevant form section.

Example: To assign the required child's information to the Birth Parent, click the assign button in the Birth Parent column.

A check mark will appear in the corresponding column to indicate which parent is responsible for completing that section.

Parent Links

Use this tab to assign parts of the form to one or both parents.

Form Sub-assignments

Form Section	Recording Agency	Birth Parent	Other Parent
Child	assign	✓	assign
Birth Parent	assign	✓	assign
Other Parent	assign	assign	✓

Multiple Birth eVDOPs

Is the child in this eVDOP part of a multiple birth?

Yes

No

Multiple Birth? (Twins, Triplets, etc.)

No

No

Twin A

Triplet A

Quadruplet A

Multiples: You also have the option to indicate if the VDOP is part of a Multiple Birth. If you select the **Yes radio button**, you will be prompted to choose the child's birth order.

A duplicate form can now be created for each additional child.

Create Duplicate eVDOPs

After assigning each required section of the form to the appropriate parent, you must correctly enter their email addresses and send them a secure link to enter their assigned required information.

Introduction

Eligibility ✓

Child

Birth Parent

Other Parent

Witness(es)

Data Review

Lock and Print VDOP

Parent Links

Parent Links

Use this tab to assign parts of the form to one or both parents.

Form Sub-assignments

Form Section	Recording Agency	Birth Parent	Other Parent
Child	✓	assign	assign
Birth Parent	✓	assign	assign
Other Parent	✓	assign	assign

Form locking

This form is currently unlocked

Locking prevents people from using the sub-assignment forms.

Lock

Multiple Birth eVDOPs

Is the child in this eVDOP part of a multiple birth?

Yes

No

Completed Sections

Form Section	Completed?
Child	✗
Birth Parent	✗
Other Parent	✗

Send Form to Parents

Parent	Link	Copy Link	Display QR	Email Address	Email Link
Birth Parent	https://evdop.ca-pop.net/parent/jzt6OkJs				send
Other Parent	https://evdop.ca-pop.net/parent/WVWelVKcY				send

Send Form to Parents					
Parent	Link	Copy Link	Display QR	Email Address	Email Link
Birth Parent	https://evdoptest.ca-pop.net/parent/zYYmzfaj			test.user@example.com	send
Other Parent	https://evdoptest.ca-pop.net/parent/tvC4QgNK			sample.account@demo.org	send

Once the Email Link send button is selected, the designated parent will receive an email from ca-pop.net.

This email contains a secured link directing them to their assigned required section of the VDOP.

[External] ESTABLISHING PARENTAGE LINK

ca-pop.net <no-reply@ca-pop.net>
To: Judish, Mark@DCSS

Mon 12/15/2025 1:01 PM

Click here to download pictures. To help protect your privacy, Outlook prevented automatic download of some pictures in this message.

[CAUTION: This email originated from outside of DCSS. Do not click links or open attachments unless you recognize the sender and know the content is safe.]

By completing and signing this Voluntary Declaration of Parentage – VDOP,

- You wish to voluntarily establish a legal parent/child relationship.
- You affirm that no other individual can legally claim parentage of the child.
- You accept the responsibility to provide child support as determined by applicable law.
- You wish to be named on the child's birth certificate and agree that the other parent will be named on the birth certificate.
- You affirm that you are completing this form voluntarily, without being subject to force, threat, or coercion.

Completing the VDOP:

You must provide complete and accurate information.

You must review and verify the information before you submit it.

SECURITY NOTICE: You will not be able to return to this page once you have submitted the form..

Use this link to complete ALL the required information.

Establishing Parentage Link - [Establishing Parentage Link – eVDOP](#)

evdoptest.ca-pop.net

Birth Parent's Information

The Birth Parent is the parent *who gave birth to the child*.

* An asterisk next to a field label denotes that the field is required.

subform.mother

• Birth Parent's First Name
Mary

Middle Name

• Last Name
Davis

• Date of Birth
Jun 13, 2000

• This is a Federal Requirement. Parents are required to provide a Social Security Number (SSN) or Individual Tax Identification Number (ITIN) if they have been issued one or certify they have never been issued one.

● SSN / ITIN ● None

Social Security Number / Individual Tax ID Number (no spaces or dashes)

This page displays the section(s) As information is entered, the system automatically validates the entries.

When all required fields are complete, the required section will turn green to indicate it has been successfully completed.

After completing their required section(s), the parent(s) can submit their portion of the form.

[Review and Submit](#)

The parent will then be directed to a review page, where they can verify that all information is correct.

After verifying their information, the parent can click **Everything is correct** to submit the data for the user's final review.

Review and Submit

Please verify that the following information is correct.

[Everything is correct.](#) [Go back and edit](#)

Other Parent

Joe Davis
October 3, 1995
No SSN

3500 Del Paso Blvd
Sacramento, CA 95838

audreycov613@gmail.com

Note: Once the parent submits their assigned section(s), they cannot return to this page or make any changes.

Agency In-Progress VDOPs						
Child & Birth Parent	User	Child	Birth Parent	Other Parent	Witness	
Baby Davis Mary Davis	Audrey Covey	✓ BP	✓ BP	✓ BP	✗	View/Edit
BOSEPHUS JONES MELISSA JONES	Mark Judish	✓ BP	✓ BP	✓ BP	✓	Assign to me
SARAH STONE BETTY STONE	Mark Judish	✓ BP	✓ BP	✓ OP	✓	Assign to me
BAM BAM RUBBLE BETTY SLATE	Mark Judish	✓ BP	✓ BP	✓ BP	✗	Assign to me
Jimmy Jobes Deborah Jobes	Mark Judish	✗ BP	✓ BP	✗ OP	✗	Assign to me
Mary Davis	Mark Judish	✗ BP	✓ BP	✗ BP	✗	Assign to me
BABY DAVIS MARY DAVIS	Mark Judish	✓ BP	✓ BP	✓ OP	✓	Assign to me
DRAKE BAY DAISY JONES	Mark Judish	✓	✓	✗	✗	Assign to me
BABY FRONTIER TESTINGJUSTICE FRONTIER	Mark Judish	✓ OP	✓ OP	✗ OP	✓	Assign to me

The form will then appear on the dashboard, with clear visual indicators showing which sections have been completed and by whom.

You can find the form under “My In-Progress VDOPs” or “Agency In-Progress VDOPs.”

VDOP - Voluntary Declaration of Parentage (DCSS 0909)

Started January 20, 2026 at 2:55pm

[Introduction](#) [Eligibility ✓](#) [Child ✓](#) [Birth Parent ✓](#) [Other Parent ✓](#) [Witnesses](#) [Data Review](#) [Lock and Print VDOP](#) [Parent Links](#)

Witness Information

First Witness

Witness Printed First and Last Name

AUDREY COVEY

Name of Authorized Agency (Hospital, Agency, Clinic, Etc.)

STATE OF CALIFORNIA - DCSS

Address

PO BOX 419070 ATTN: PARENTAGE OPPORTUNITY PROGRAM (POP)

City

RANCHO CORDOVA

State

CA

Zip

95741-9070

[Next](#)

Once both parents have completed their assigned sections, the user must complete the witness portion and data review.

After the user and the parents have reviewed the data, the user can lock the the VDOP and print for parent signatures.

☒ Pre-populate signing dates on printed form

[Lock VDOP and Print for Parent Signatures](#)

[Print Parent Copies](#)

Data Review

Instruction:

- Carefully **review the data that will appear on the form.**
- At the bottom of this page, you must check the confirmation box indicating you and both parents have **reviewed the data and verify that it is True and Correct.**

Eligibility Questions

Is the Birth Parent Unmarried

Yes ☒ No ☐

Is the Other Parent the Genetic Father of the Child?

Yes ☒ No ☐

Child's Information

Child's First Name: BABY	Date of Birth: 09/10/2025	Multiple Birth?	
Middle Name:	Place of Birth:	County: Sacramento	
Last Name: DAVIS	City: SACRAMENTO	State: CA	Country: UNITED STATES

Birth Parent's Information (person who gave birth to child)

First Name: MARY	Date of Birth: 06/13/2000	SSN or ITIN No SSN	No SSN or ITIN ☒
Middle Name:	Phone Number:	Email Address: audcov2000@gmail.com	
Last Name: DAVIS	Current Mailing Address 8930 BIG HORN BLVD , ELK GROVE, CA 95757		

Other Parent's Information

First Name: Joe	Date of Birth: 10/03/1995	SSN or ITIN No SSN	No SSN or ITIN ☒
Middle Name:	Phone Number:	Email Address: audreycov613@gmail.com	
Last Name: Davis	Current Mailing Address 3500 Del Paso Blvd . Sacramento, CA 95838		

Child Information



Introduction Eligibility ✓ Child Birth Parent Other Parent Witness(es) Data Review Lock and Print VDOP Parent Links

Fields marked with **blue text** and ***asterisks** indicate **required** information. These fields ensure that required information is captured accurately.

Child Information

Child's Name

*First Name

Middle Name

*Last name

Next

In this section, users are prompted to input the child's name, date of birth, and other details for establishing parentage.

This step is essential to ensure accurate identification of the child during the parentage establishment process.

Attention: Data fields are limited to 30 characters and special characters will not be accepted.

Birth Information

*Date of Birth

mm/dd/yyyy

Child's Date of Birth is required

Multiple Birth? (Twins, Triplets, etc.) Sample Response Twin A, Twin B

No

Place of Birth (Hospital, Home, Etc.)

Test Agency

Next

To simplify the process of providing the correct child's birthdate, users can utilize the **drop-down calendar option**. This feature allows users to easily select the correct date the child was born. Simply click on the calendar icon, navigate to and select the year and date from the displayed calendar.

Birth Information

*Date of Birth

04/18/2024

Sample Response Twin A, Twin B

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
31	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	1	2	3	4
5	6	7	8	9	10	11

Clear Today

Multiple Birth

This field defaults to No.

This field provides a convenient drop-down menu option for users to specify the child's birth order. By selecting from the menu, users can easily indicate whether the child is a twin, triplet, etc.

Multiple Birth? (Twins, Triplets, etc.) Sample Response Twin A, Twin B

No

No

Twin A

Twin B

Triplet A

Triplet B

Triplet C

Quadruplet A

Quadruplet B

Quadruplet C

Quadruplet D

Other

Additional Information: The user can create the form(s) for the other child(ren) - (twin B, etc.) from the dashboard. See **page 12** of eVDOP User Guide.

Birth City

s

Sacramento CA, USA

Stockton CA, USA

San Francisco CA, USA

San Jose CA, USA

Santa Rosa CA, USA

powered by Google

When entering the **Birth City**, users are **required** to select the correct geographical city of birth from the Google Maps drop-down menu. By incorporating this functionality, users can ensure accurate documentation of the child's birthplace, including the County of Birth.

If when entering the Birth City, Google Maps does **NOT** display the Birth City in the drop-down menu, the Birth City is most likely not an actual city but rather a neighborhood or district commonly recognized within a larger geographical city. In these instances, choose the geographical city in which the Birth City is located. For ex: Panorama City or Woodland Hills are not recognized cities in Google Maps, but rather neighborhoods within the city of Los Angeles.

Birth Parent and Other Parent Information

Introduction Eligibility ✓ Child ✓ Birth Parent Other Parent Witness(es) Data Review Lock and Print VDOP Parent Links

The Birth Parent and Other Parent tabs are designed to capture required information which includes first name, last name, social security number, date of birth, and valid mailing address.

Birth Parent (person who gave birth to the child)

Birth Parent's Personal Information

*Birth Parent's First Name

Middle Name

*Last Name

*Date of Birth

mm/dd/yyyy

*This is a Federal Requirement. Parents are required to provide a Social Security Number (SSN) or Individual Tax Identification Number (ITIN) if they have been issued one or certify they have never been issued one.

☒ SSN ☐ ITIN ☐ None

*Social Security Number (no spaces or dashes)

Next

Other Parent

Other Parent's Personal Information

*Other Parent's First Name

Middle Name

*Last Name

*Date of Birth

mm/dd/yyyy

*This is a Federal Requirement. Parents are required to provide a Social Security Number (SSN) or Individual Tax Identification Number (ITIN) if they have been issued one or certify they have never been issued one.

☒ SSN ☐ ITIN ☐ None

*Social Security Number (no spaces or dashes)

Next

The Other Parent tab mirrors the data fields found in the Birth Parent tab.

Please Note: Only when the parent has **never been issued a SSN or ITIN**, can the user select "None".

BOTH parents are required to provide a complete and valid Social Security Number (SSN) or Individual Tax Identification Number (ITIN) if they have ever been issued one.

In the Additional Information section, users will be required to obtain the parent's **valid mailing address**. An email address and phone number are recommended but not required. The Google address lookup feature has been included to simplify the process of providing an accurate mailing address.

Fields marked with blue text and *asterisks indicate required information fields. These fields ensure that required information is captured accurately.

Additional Information

Is this a standard physical address?

☒ Yes ☐ No

* Google Address Lookup

Enter a location

Apt/Unit #

Email Address

Phone Number

Next

Witness Information



Introduction	Eligibility ✓	Child ✓	Birth Parent ✓	Other Parent ✓	Witness(es)	Data Review	Lock and Print VDOP	Parent Links
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Witness Information

First Witness

Witness Printed First and Last Name

Name of Authorized Agency (Hospital, Agency, Clinic, Etc.)

Address

City State Zip

Next

The Witness tab is designed to simplify the data entry process by pre-populating the user's name, agency name, along with the complete address, city, state, and zip code. This pre-populated data ensures that required agency information is accurately completed.

The **“Witness Printed First and Last Name”** field can be left blank. The witness will be required to provide their printed first and last name and signature on the form after printing when this field is left blank.

Additionally, this tab accommodates the inclusion of a second witness. In cases where each parent requires a separate witness for their signatures, users can easily incorporate the additional witness directly on the form.

Second Witness (if needed)

*Is there a second witness to sign this VDOP?

☒ Yes ☐ No

Witness Printed First and Last Name

Name of Authorized Agency (Hospital, Agency, Clinic, Etc.)

Address

City State Zip

Next

Data Review



Introduction	Eligibility ✓	Child ✓	Birth Parent ✓	Other Parent ✓	Witness(es) ✓	Data Review	Lock and Print VDOP	Parent Links
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The Data Review tab is a valuable feature to ensure data accuracy on the final printed VDOP form.

Instruction:

- Correct and/or confirm the possible errors listed in the next section below.
- Carefully **review the data** that **will** appear on the form.
- At the bottom of this page, you must check the confirmation box indicating you and both parents have **reviewed the data and verify that it is True and Correct**.

You must confirm or correct the following before submitting.

The Child's last name does not match either the Birth Parent's last name, or the Other Parent's last name. • Child's last name: JONES • Birth Parent's last name: BOOP • Other Parent's last name: BOOP	All last names are correct Go back and correct name
The Birth Parent was less than 13 years old at the time of birth • Birth Parent's Date of Birth: 12/02/2025 • Child's Date of Birth: 11/17/2025	Birth Parent's DOB is correct Go back and correct Birth Parent's DOB
The Birth Parent and Other Parent have the same last name • Birth Parent's last name: BOOP • Other Parent's last name: BOOP	Last Names are correct Go back and correct Birth Parent's last name Go back and correct Other Parent's last name

When a user locks and prints an eVDOP, that form is locked and can no longer be edited.

There are a variety of checks the system will perform to identify and rectify any potential discrepancies or errors. The Data Review section allows the user another opportunity to verify that the provided information is true and correct before proceeding to lock/submission.

For example, if the child's last name does not match the last name of either parent, the site will ask the user to verify that "All last names are correct", or the user can go back and change the name if necessary. The user can simply click the "Go Back and Correct" button, make the change, then return to the data review section to confirm/correct the rest of the possible errors. Once all errors have been resolved, the user may proceed to the next section in the Data Review tab.

Users will have the option to utilize the “**Data Review-Printable Version**” Sheet.

Eligibility Questions				
Is the Birth Parent Unmarried		Yes ☒		No ☐
Is the Other Parent the Genetic Father of the Child?		Yes ☒		No ☐
Child's Information				
Child's First Name: DANNY	Date of Birth: 04/21/2024	Multiple Birth? no		
Middle Name:	Place of Birth: TEST AGENCY	County: Sacramento		
Last Name: ROBERTS	City: SACRAMENTO	State: CA	Country: UNITED STATES	
Birth Parent's Information (person who gave birth to child)				
First Name: WENDY	Date of Birth: 12/12/2023	SSN or ITIN: No SSN	No SSN or ITIN ☒	
Middle Name:	Phone Number:	Email Address:		
Last Name: TORRANCE	Current Mailing Address: 1100 HOWE AVE #, SACRAMENTO, CA 95825			
Other Parent's Information				
First Name: JACK	Date of Birth: 11/11/2000	SSN or ITIN: No SSN	No SSN or ITIN ☒	
Middle Name:	Phone Number:	Email Address:		
Last Name: TORRANCE	Current Mailing Address: 1100 HOWE AVE #, SACRAMENTO, CA 95825			
First Witness				
Witness First and Last Name: AUDREY COVEY				
Name of Authorized Agency: TEST AGENCY				
Agency Address: 1234 TEST ST.	City: TEST CITY	State: BL	Zip: 88888	
Second Witness (if needed)				
Witness First and Last Name:				
Name of Authorized Agency:				
Agency Address:	City:	State:	Zip:	

This sheet consolidates all the information collected from the preceding tabs, providing a comprehensive overview.

This feature allows users to verify data accuracy by collaborating with parents before final submission.

If any errors are found at this point, the user will be able to revisit the necessary tab and alter the incorrect data.

To proceed to final submission, the user will be prompted to check the “**Confirm Data Review**” box. This step ensures that users have thoroughly verified the accuracy and completeness of all data provided by the parents.

Confirm data review

☐ By checking this box, I confirm that both parents have reviewed this data and verified all the information provided is true and correct. Both parents have received copies of their Alternatives, Rights, Responsibilities, and Consequences of signing and filing this VDOP.

Next

Confirm data review

☐ By checking this box, I confirm that b
Responsibilities, and Consequences of

Next

Lock and Print VDOP



Introduction	Eligibility ✓	Child ✓	Birth Parent ✓	Other Parent ✓	Witness(es) ✓	Data Review ✓	Lock and Print VDOP	Parent Links
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VDOP - Voluntary Declaration of Parentage (DCSS 0909)

Started April 11, 2024 at 8:48am

Start Here	Eligibility ✓	Child ✓	Birth Parent ✓	Other Parent ✓	Witness(es) ✓	Data Review ✓	Lock and Submit VDOP
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Lock VDOP and Print for Parent Signatures

Do not select the Lock VDOP and Print for Parent Signatures button until all the required information has been carefully reviewed.

When you select Lock VDOP and Print for Parent Signatures, the form is locked and cannot be fixed, changed, or amended.

1. Click the Lock VDOP and Print for Parent Signatures button below. (It may take a few seconds, depending on server load)
2. Print the PDF (single sheet, double sided)
3. The printed PDF must be signed and dated in pen by:
 - Both Parents
 - Authorized Witness(es)
4. Only the original signed and dated VDOP must be mailed to the address on the form:
DCSS Parentage Opportunity Program
PO Box 419070
Rancho Cordova, CA 95741-9070

Please Note: Users have the option to pre-populate the current date on the VDOP.

☒ Pre-populate sign

☒ Pre-populate signing dates on printed form

Lock VDOP and

Lock VDOP and Print for Parent Signatures

Print Parent Cop

Print Parent Copies

Once the required data fields have been entered accurately and completely, the user is permitted to move onto the **Lock VDOP and Print for Parent Signatures** process.

Upon selecting “**Lock VDOP and Print for Parent Signatures**,” a PDF will be automatically generated. **This PDF becomes the original VDOP form and must be signed, dated, and witnessed.** The signed original VDOP form is then physically mailed to POP. The address is located at the top right-hand corner of the VDOP.

Users can print only one (1) “live” original VDOP form, single-sheet, double-sided for the authorized witness and both attesting parents to sign in INK, then submit the original, by mail, to POP for filing.

Additional Information: Parent Copies of the VDOP with ARCCs should be made available to both attesting parents at the time of signing.

No BARCODE; NO eVDOP

The barcode is required to link the electronic VDOP record with the original signed printed VDOP once it has been submitted/mailed to POP for filing.

No Backside; NO eVDOP

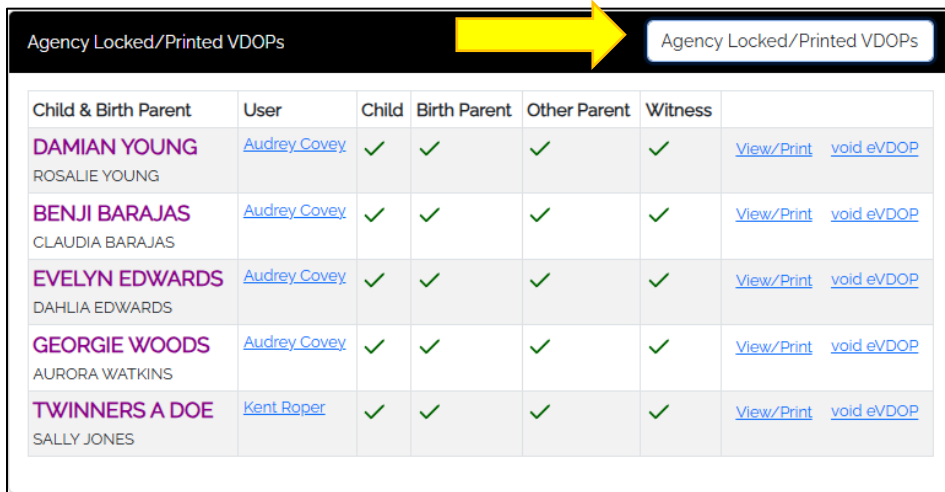
You must print single-sheet, double-sided.

And make sure to print on both sides.

eVDOP User Guide 05.01.26

Void VDOPs

On the dashboard, located in the “**Agency Locked/Printed VDOPs**” tab, is the **Void eVDOP** button. This feature is only accessible to Agency Admins. It allows them to delete a locked/printed form and copy the data over to another new form. From there, the user can change the incorrect data and lock/print that corrected form. **The previous incorrect printed VDOP must be confidentially destroyed immediately. DO NOT MAIL to POP.**



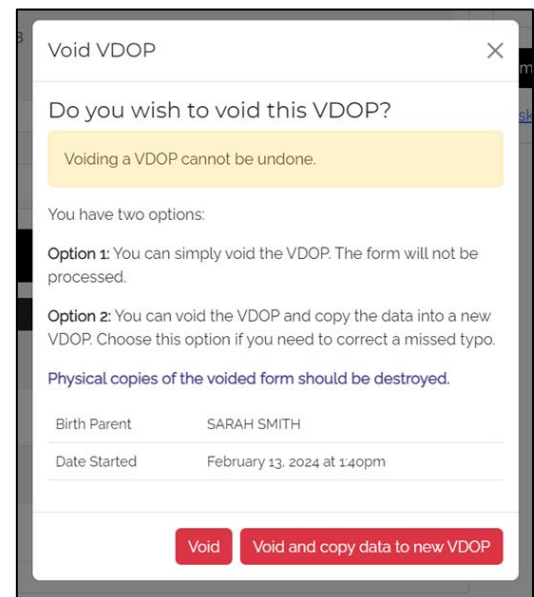
Child & Birth Parent	User	Child	Birth Parent	Other Parent	Witness	
DAMIAN YOUNG ROSALIE YOUNG	Audrey Covey	✓	✓	✓	✓	View/Print void eVDOP
BENJI BARAJAS CLAUDIA BARAJAS	Audrey Covey	✓	✓	✓	✓	View/Print void eVDOP
EVELYN EDWARDS DAHLIA EDWARDS	Audrey Covey	✓	✓	✓	✓	View/Print void eVDOP
GEORGIE WOODS AURORA WATKINS	Audrey Covey	✓	✓	✓	✓	View/Print void eVDOP
TWINNERS A DOE SALLY JONES	Kent Roper	✓	✓	✓	✓	View/Print void eVDOP

This button will only appear for 24 hours after the initial Lock/Print/Submit

Once a form is Locked/Printed for Parent Signatures, that VDOP is locked and unable to be deleted or edited. This prevents users from changing any information and ensures data integrity and consistency within the reports. **Never mail in a VDOP form containing incorrect data.** In this instance, voiding that form is required and must be confidentially destroyed.

For example, if a standard user submits a form with incorrect data, that form will need to be destroyed and removed from the database. They will need to contact their Agency Admin to void that eVDOP and copy the data to a new form.

Void eVDOP: Upon clicking **Void eVDOP**, a pop-up window will prompt the user to choose whether they want to simply void the form or void and copy the data to a new VDOP. The latter option applies to VDOPs that need a typo corrected.



Void VDOP

Do you wish to void this VDOP?

Voiding a VDOP cannot be undone.

You have two options:

Option 1: You can simply void the VDOP. The form will not be processed.

Option 2: You can void the VDOP and copy the data into a new VDOP. Choose this option if you need to correct a missed typo.

Physical copies of the voided form should be destroyed.

Birth Parent SARAH SMITH

Date Started February 13, 2024 at 1:40pm

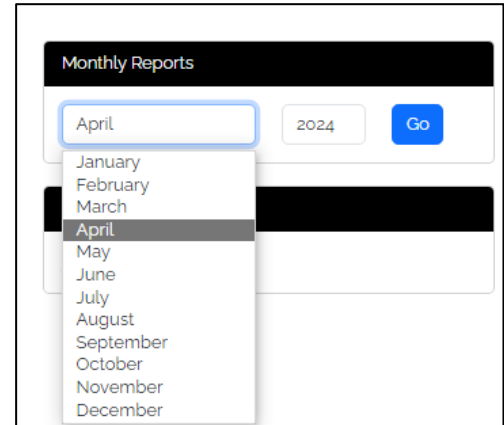
[Void](#) [Void and copy data to new VDOP](#)

5. Monthly Reports

Located on the right-side column of the Dashboard is the Monthly Reports feature.

This feature automatically generates monthly reports on the VDOPs (Voluntary Declarations of Parentage) originated and filed by your agency. This report serves as an overview of eVDOP activities within your agency for efficient tracking and management.

Only VDOPs with a bar code can be included in the monthly eVDOP report. This report does not contain any traditional paper VDOPs. The Filed-by-Agency report documents ALL VDOPs (eVDOPs & paper VDOPs) filed by each Authorized Witnessing Agency (AWA) within each county monthly.



Simply choose a month and year to generate the report. You'll then be directed to a page displaying all eVDOPs created by users within your agency for the selected month.

Monthly Report for March 2026 -

Cloud Community Hospital

printable version

export data to spreadsheet

Monthly Reports

Authorized Witnessing Agency

Cloud Community Hospital - 1000 Henderson Ave

March

2026

Go

Total eVDOPs submitted during March 2026: 72

Birth Parent	Child	Child DOB	Submitted By	Lock and Print Date	Document Received Date
REBECCA ANGELICA MARTINEZ	ADAM GABRIEL VILLALBA	February 28, 2026	Cloud Community	March 1, 2026	March 5, 2026
MARTIN CRIST	MIKA GONZALEZ	February 28, 2026	Cloud Community	March 1, 2026	March 5, 2026
MORGAN LYNN BISHOP	AAR RENEE BRATTON	February 28, 2026	Cloud Community	March 1, 2026	March 5, 2026
LETICIA ALBERTA PALAZO	PENELope ROSE RODRIGUEZ	March 1, 2026	Cloud Community	March 2, 2026	
TAYLOR BROOKS FULTON	AJEE LYNN BRATTON	March 2, 2026	Cloud Community	March 3, 2026	
MARION ALICE ABALLIO	LEVI MAYER CARLOS	March 2, 2026	Cloud Community	March 3, 2026	
REINA GONZALEZ TORRES	ANTHONY JAMES SANDOVAL	March 2, 2026	Cloud Community	March 3, 2026	
MARINA NICOLE REED	ISA CHLOE PENA	March 4, 2026	Cloud Community	March 4, 2026	

The report includes crucial details such as the Birth Parent and Child's names, along with the progress dates:

Locked/Printed Date: The day when a VDOP was "locked and printed". The data is locked, and the printed PDF **requires the wet signatures of both parents and the witness.**

Document Received Date: The date when the form is received by the State of California - DCSS POP team. Processing begins.

[6. Email Support](#)

If you have any questions or experience any technical difficulties while navigating the site, you can select the askpop@dcss.ca.gov link for support.

Email Support

askpop@dcss.ca.gov

Format Insert Discard Send

Heading 1 Undo

From:

To: askpop@dcss.ca.gov; **Cc & Bcc**

eVDOP support request

Agency County: undefined

Agency Name: Test Agency: The Sequel

How can POP help: { insert request here }

Preferred Response (phone or email): { indicate preferred preference and include direct phone number here }

Sent from [Mail](#) for Windows

When accessing the email support pop-up window, you will find that your county and agency name are already pre-populated.

Simply provide your question or concern in the designated space.

Additionally, please indicate whether you would prefer your response from AskPOP to be in the form of a phone call or reply email.

Unfiled VDOPs

California Parentage Opportunity Program - POP

Admin Dashboard User Guide Log Out

State of California - DCSS

Hi Mark Judish, I'm the dashboard!

My Authorized Witnessing Agency (AWA)

Manage Agency

AgencyState of California - DCSS
PO Box 419070 Attn: Parentage Opportunity Program (POP)
Rancho Cordova, CA 95741-9070
Agency code: 2000

Switch location
Select a witnessing agency

New Voluntary Declaration of Parentage - VDOP

Start New VDOP

for State of California - DCSS - PO Box 419070 Attn: Parentage Opportunity Program (POP)

Monthly Reports

March2026Go

Email Support

askpop@dcss.ca.gov

User Guide

Open in browserDownload

Unfiled VDOPs

There are currently 3 unfiled VDOPs that have been submitted more than 1 month ago. View

My In-Progress VDOPs

My In-Progress VDOPs

Child & Birth Parent	Child	Birth Parent	Other Parent	Witness	
KIM KHANH PHUNG	⊗	✓	✓	⊗	View/Edit delete
BILLY BOB CHILDRESS MiMi Biffle	✓	✓	⊗	⊗	View/Edit delete
FIFI REESE KATHLEEN MERZ	⊗	✓	⊗	⊗	View/Edit delete

Unfiled VDOPs

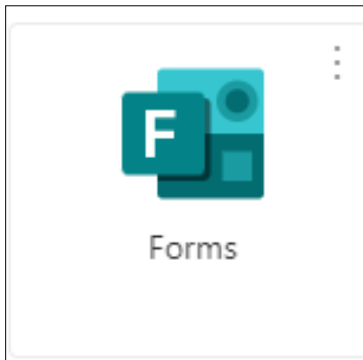
There are currently 3 unfiled VDOPs that have been submitted more than 1 month ago. view

Birth Parent	Child	Child DOB	Lock and Print Date
DELLA DUCK	HUEY DUCK	December 21, 2025	December 22, 2025
DELLA DUCK	DEWIE DUCK	December 21, 2025	December 22, 2025
DELLA DUCK	LOUIE DUCK	December 21, 2025	December 22, 2025

Unfiled VDOPs: This feature documents any eVDOP that has been locked/printed for parent signatures and not received by POP within 30 days will be listed here.

SAMPLE Certificate of Live Birth QR Code and Excel Spreadsheet

*Pre-requisite – Microsoft Forms application

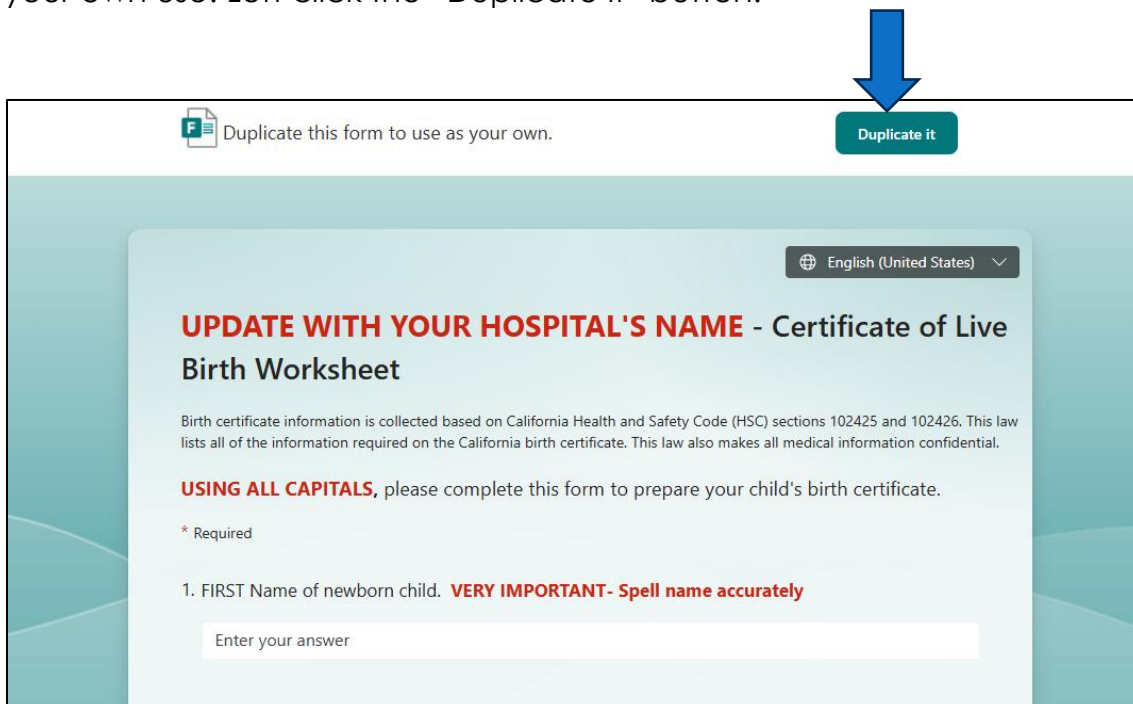


You will receive an email with the link to the Certificate of Live Birth Worksheet.

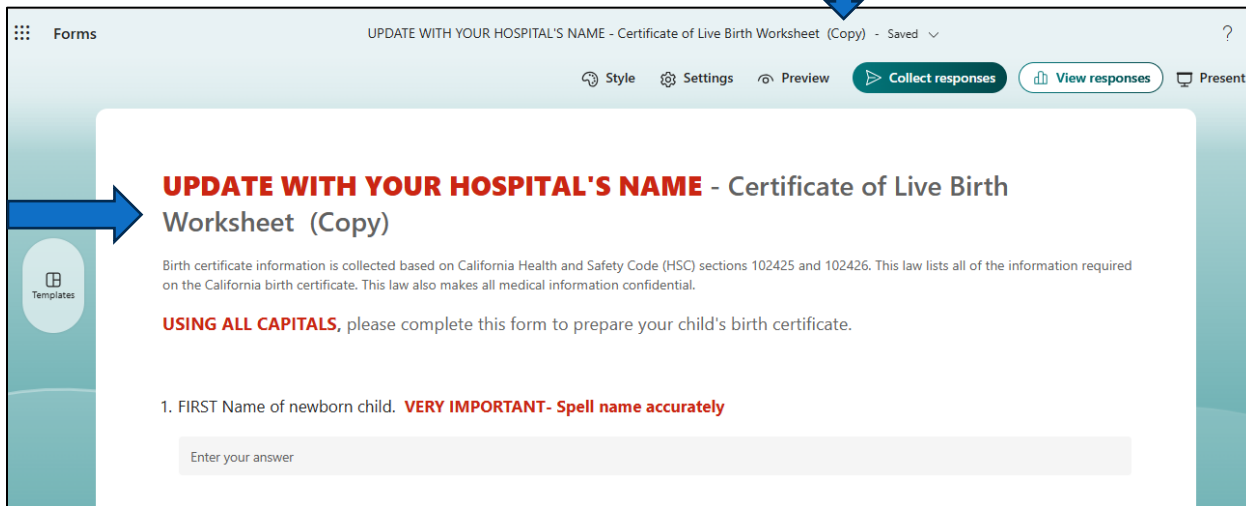
You will need to save the form as your own and delete the copy that was sent from POP.

TO SAVE AS YOUR OWN FORM: Cut and paste the above link into your browser.

Across the top of the screen (below the taskbar) there is an option to Duplicate the form for your own use. Left click the “Duplicate it” button.

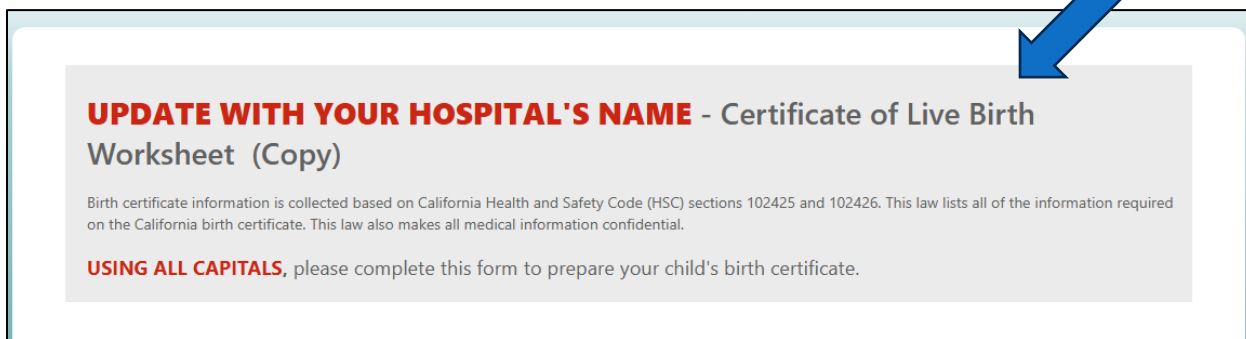
A screenshot of the Microsoft Forms interface. At the top, there is a header bar with a document icon and the text 'Duplicate this form to use as your own.' To the right of this bar is a green button labeled 'Duplicate it'. A large blue arrow points down to this button. Below the header bar is a light blue background with a white form area. In the top right corner of the form area, there is a language selector dropdown set to 'English (United States)'. The main title of the form is 'UPDATE WITH YOUR HOSPITAL'S NAME - Certificate of Live Birth Worksheet'. Below the title, there is a paragraph of text: 'Birth certificate information is collected based on California Health and Safety Code (HSC) sections 102425 and 102426. This law lists all of the information required on the California birth certificate. This law also makes all medical information confidential.' Below this paragraph, there is a line of text: 'USING ALL CAPITALS, please complete this form to prepare your child's birth certificate.' Below this line, there is a small asterisk and the word 'Required'. The first question is '1. FIRST Name of newborn child. VERY IMPORTANT- Spell name accurately'. Below the question is a text input field with the placeholder text 'Enter your answer'.

The form is now saved as a (Copy).



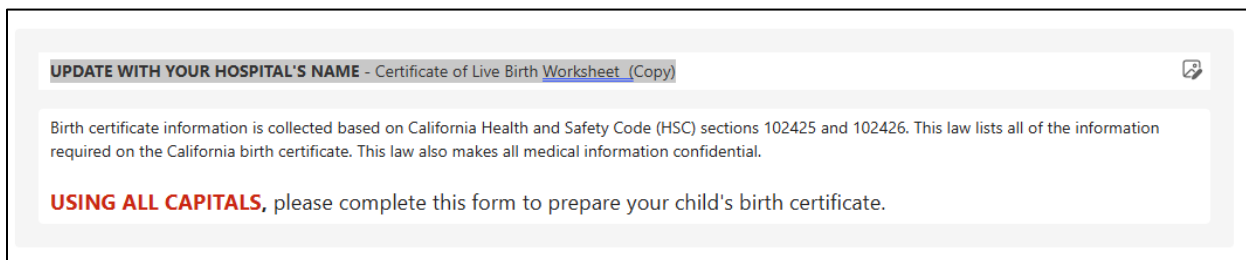
The screenshot shows the form editor interface. At the top, the form title is "UPDATE WITH YOUR HOSPITAL'S NAME - Certificate of Live Birth Worksheet (Copy)" and it is marked as "Saved". Below the title, there is a description: "Birth certificate information is collected based on California Health and Safety Code (HSC) sections 102425 and 102426. This law lists all of the information required on the California birth certificate. This law also makes all medical information confidential." Below the description, there is a red instruction: "USING ALL CAPITALS, please complete this form to prepare your child's birth certificate." Below the instruction, there is a question: "1. FIRST Name of newborn child. VERY IMPORTANT- Spell name accurately". Below the question, there is a text input field with the placeholder text "Enter your answer". A blue arrow points to the form title.

To change the name of the form, hover the mouse/cursor over the form title and description, and left click your mouse.



The screenshot shows the form editor interface. The form title is "UPDATE WITH YOUR HOSPITAL'S NAME - Certificate of Live Birth Worksheet (Copy)". Below the title, there is a description: "Birth certificate information is collected based on California Health and Safety Code (HSC) sections 102425 and 102426. This law lists all of the information required on the California birth certificate. This law also makes all medical information confidential." Below the description, there is a red instruction: "USING ALL CAPITALS, please complete this form to prepare your child's birth certificate." A blue arrow points to the form title.

You are now able to edit the Form Title and the information in the text boxes by typing in the text fields.

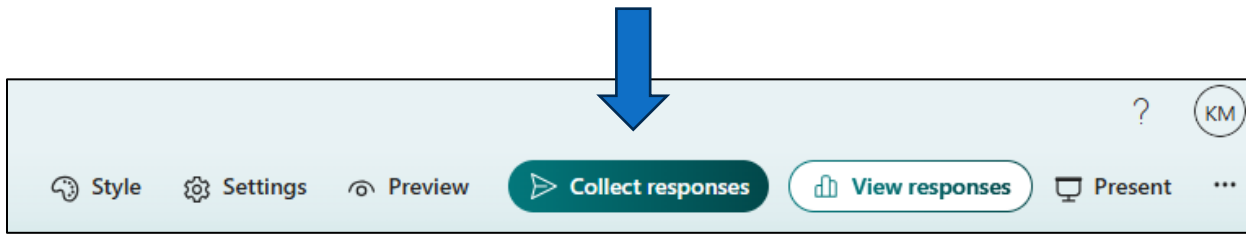


The screenshot shows the form editor interface. The form title is "UPDATE WITH YOUR HOSPITAL'S NAME - Certificate of Live Birth Worksheet (Copy)". Below the title, there is a description: "Birth certificate information is collected based on California Health and Safety Code (HSC) sections 102425 and 102426. This law lists all of the information required on the California birth certificate. This law also makes all medical information confidential." Below the description, there is a red instruction: "USING ALL CAPITALS, please complete this form to prepare your child's birth certificate." The title is highlighted for editing.

Three Ways to Collect Responses/Share Form with Users:

- Copy Link
- QR Code
- Email Link

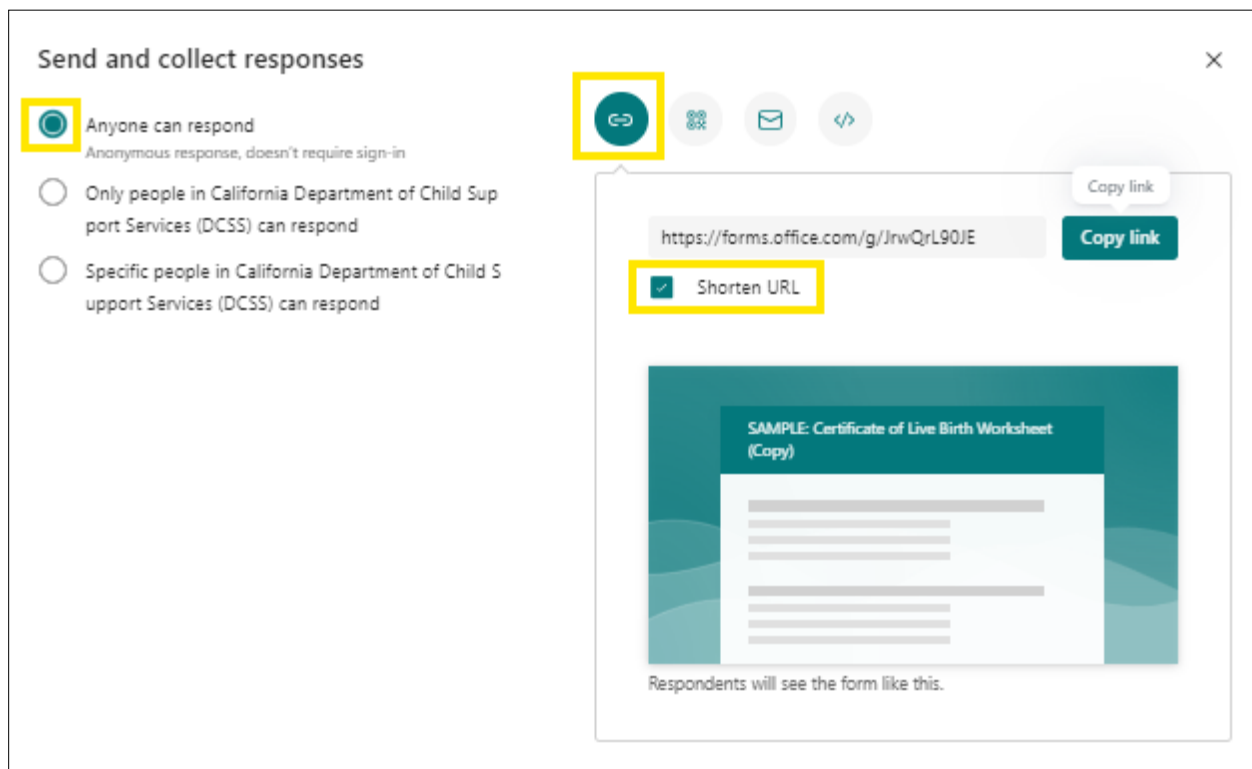
Along the top right side of the screen is the “Collect responses” tab.



Click on the “Collect responses” tab.

You will choose the format in which you wish to share the document.

To Share Using Link: Make sure the “Anyone can respond” button, the Link icon, and the “Shorten URL” buttons are all selected.



Left click on the “Copy link” button.

The screenshot shows a dialog box titled "Send and collect responses" with a close button (X) in the top right corner. On the left, there are three radio button options: "Anyone can respond" (selected), "Only people in California Department of Child Support Services (DCSS) can respond", and "Specific people in California Department of Child Support Services (DCSS) can respond". The "Anyone can respond" option has a subtext: "Anonymous response, doesn't require sign-in". On the right, there are four icons: a link icon (selected), a QR code icon, an email icon, and a code icon. Below the icons, a URL is displayed: "https://forms.office.com/g/JrvQrL90JE". A "Copy link" button is highlighted with a yellow box. Below the URL, there is a checkbox labeled "Shorten URL" which is checked. Below the checkbox, there is a preview of a form titled "SAMPLE: Certificate of Live Birth Worksheet (Copy)". Below the preview, it says "Respondents will see the form like this."

You are then able to paste the link into any text, message, email, URL, or document for users.

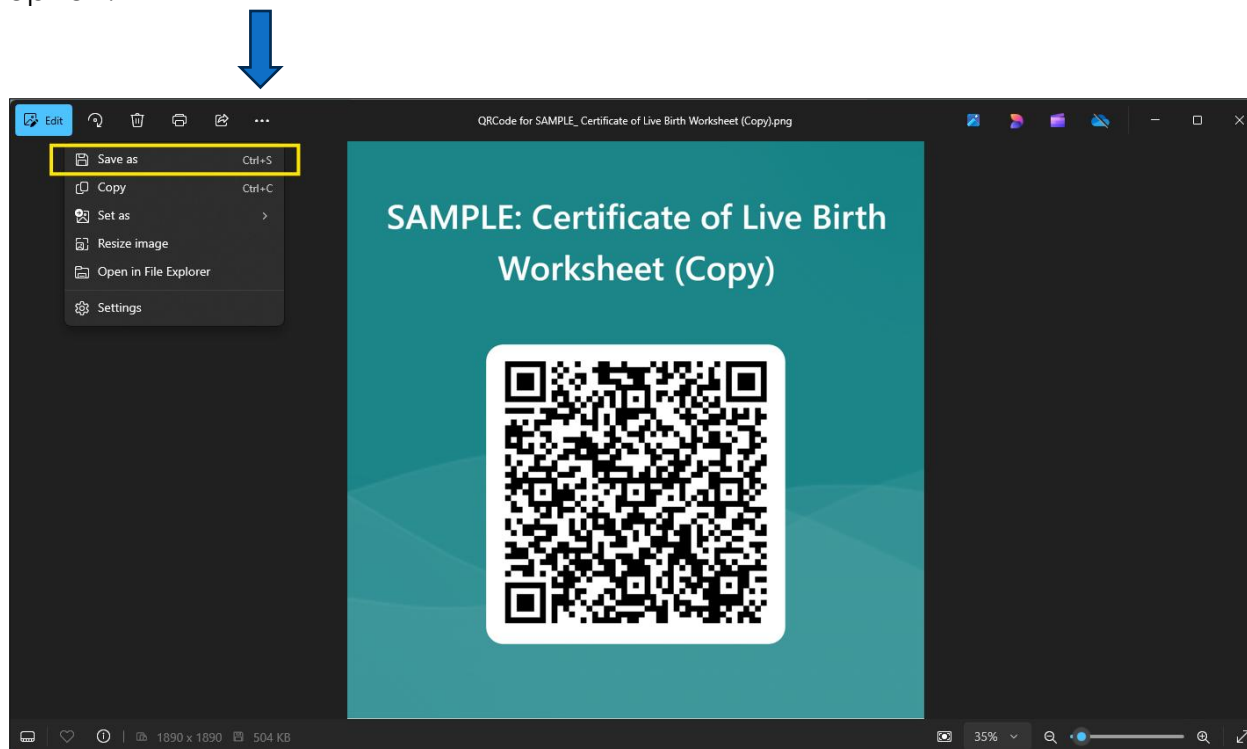
To Share Using QR Code: Make sure the “Anyone can respond” button and the QR code icon are both selected.

The screenshot shows the same "Send and collect responses" dialog box. The "Anyone can respond" radio button is highlighted with a yellow box. The QR code icon in the top right is also highlighted with a yellow box. The URL "https://forms.office.com/g/JrvQrL90JE" is still visible. The "Shorten URL" checkbox is still checked. The preview of the form titled "SAMPLE: Certificate of Live Birth Worksheet (Copy)" is still visible. Below the preview, it says "Recipients can scan the code on a phone or tablet to access the form." and there is a "Download" button.

Left click the “Download” button to download the QR Code.

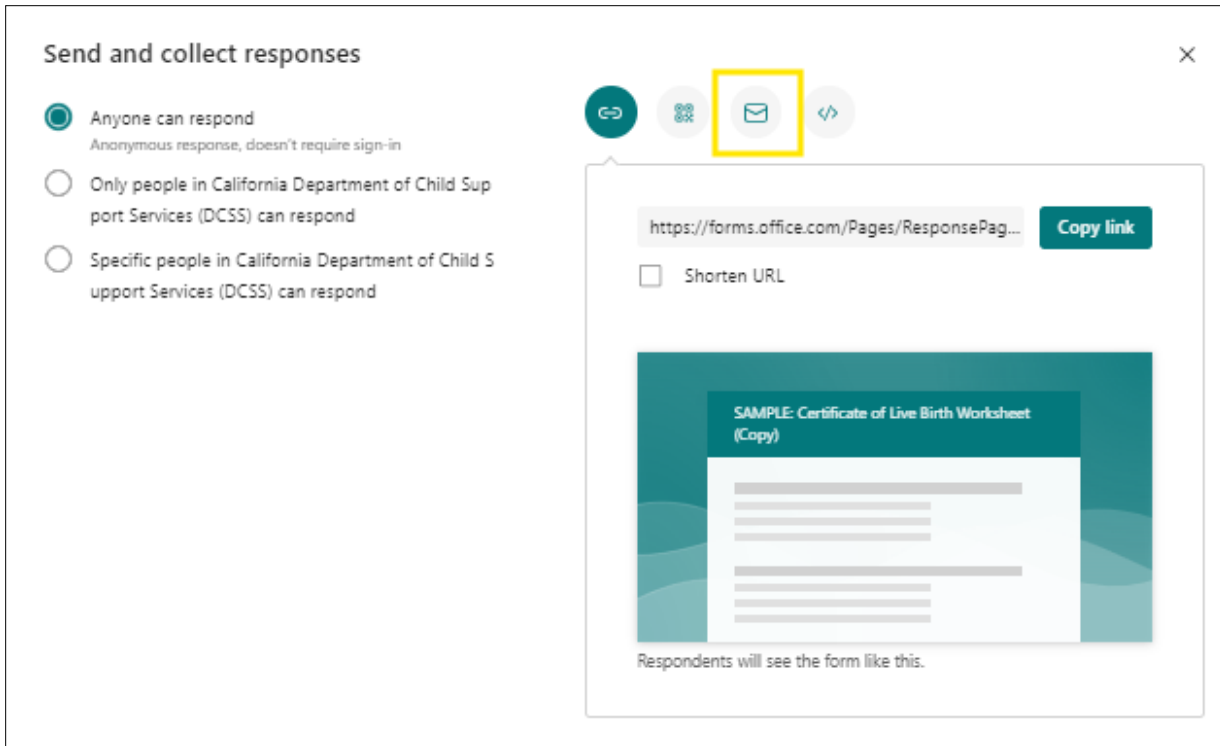


The QR Code can then be saved by clicking on the three dots and then the “Save as” option.



Your agency can then choose to either send the QR individually to users, or print/laminate it on a card for users to scan with a device.

To Share Using Email Link: Click on the Email button. This will automatically open an email, with the link in the message box, to be emailed to the user.



Send and collect responses

- ☒ Anyone can respond
Anonymous response, doesn't require sign-in
- ☐ Only people in California Department of Child Support Services (DCSS) can respond
- ☐ Specific people in California Department of Child Support Services (DCSS) can respond

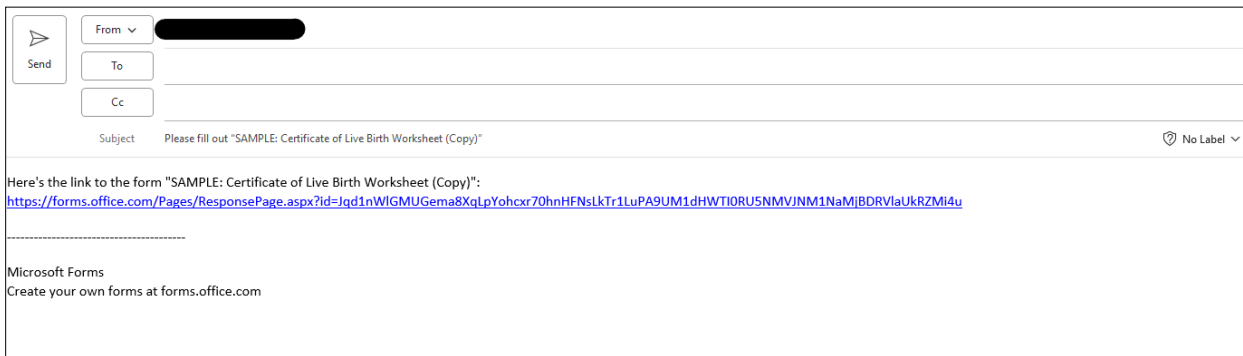
https://forms.office.com/Pages/ResponsePag... **Copy link**

☐ Shorten URL

SAMPLE: Certificate of Live Birth Worksheet (Copy)

Respondents will see the form like this.

Email Sample:



Send

From [Redacted]

To

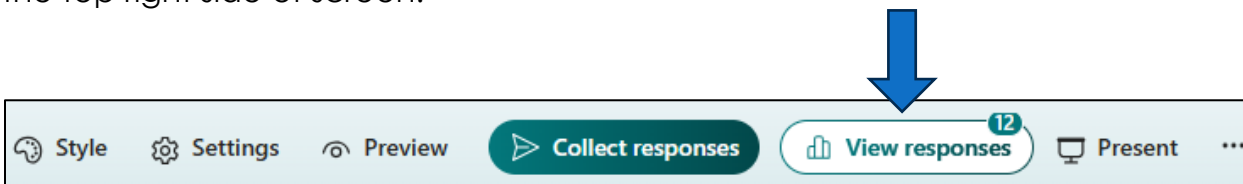
Cc

Subject Please fill out "SAMPLE: Certificate of Live Birth Worksheet (Copy)"

Here's the link to the form "SAMPLE: Certificate of Live Birth Worksheet (Copy)":
<https://forms.office.com/Pages/ResponsePage.aspx?id=Jqd1nWIGMUGema8XqlpYohcxr70hnHFNsLkTr1LuPA9UM1dHWTI0RU5NMVJNM1NaMjBDRVlaUkRZMI4u>

Microsoft Forms
Create your own forms at forms.office.com

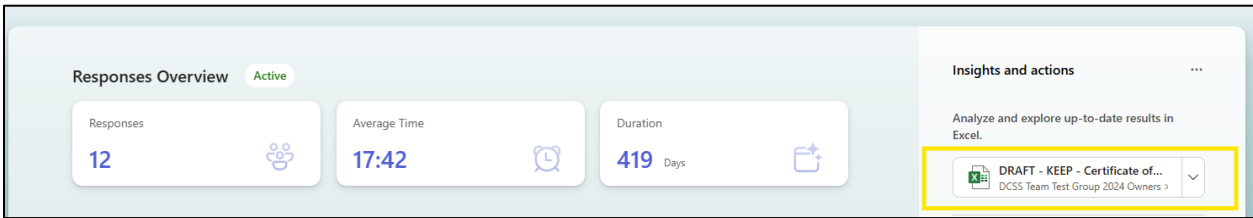
View Responses: To view responses collected, the View response button can be found on the top right side of screen.



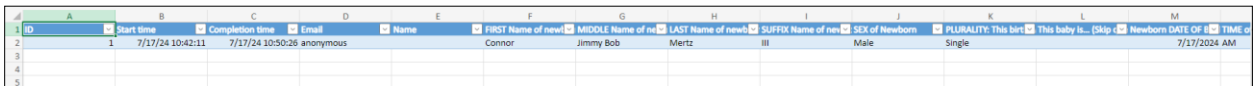
Style Settings Preview **Collect responses** **View responses** 12 Present ...

Left click on the “Responses” button.

Then left click on the Excell box found on the right side of the screen. If there are no responses, the Excell box will not be displayed.



The excel spreadsheet will look similar to the image below. All the columns and rows will be in a default color and size.

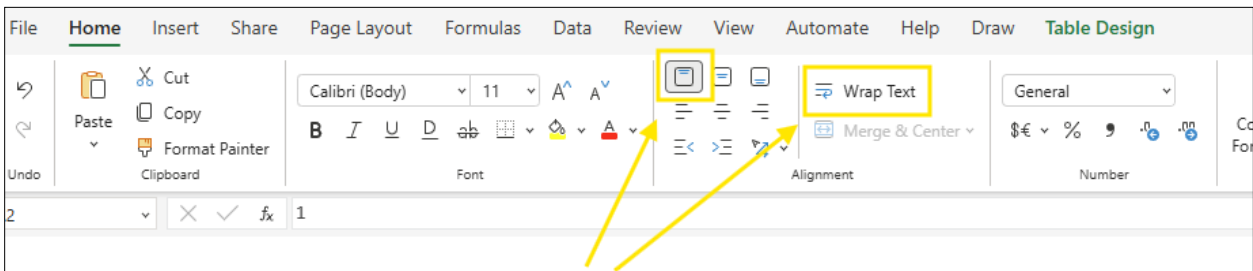


It is recommended that you color-code the excel spreadsheet columns, identifying the information required for the VDOP.

This legend breaks the identifying information for the VDOP into the four sections (Child's Information, Birth Parent's Information, Eligibility Questions, and Other Parent's Information). It is this color-coding that identifies the information collected for the VDOP.

Column	Color-Code	Type of Information
Columns H-L		VDOP – Child's Information
Column O		VDOP – Child's Information
Column Y-AD		VDOP – Birth Parent's Information
Column AN-AQ		VDOP – Birth Parent's Information
Column AR		VDOP – Question 1 – Eligibility
Column BX		VDOP – Question 2 – Eligibility
Columns BY-CD		VDOP – Other Parent's Information
Columns CF-CG		VDOP – Other Parent's Information

Next, drag down row 1, expanding the row to show the questions in the cells.



Then highlight the row and click on the “Align top” and the “Wrap Text” buttons. This will allow you to see/read the questions asked in each column.

California Family Code - Chapter 3 (7570 – 7581)

California's Parentage Opportunity Program (POP) is directed by California Family Code, primarily Sections 7570-7581. Below are references to most of the inquiries POP receives from parents and witnesses. For complete legislative information, please visit www.leginfo.ca.gov.

When can a VDOP be signed?

On and after January 1, 1995, **upon the event of a live birth**, prior to an unmarried mother or a mother who gave birth to a child conceived through assisted reproduction leaving a hospital, the person responsible for registering live births under Section 102405 of the Health and Safety Code shall provide to the woman giving birth and shall attempt to provide, at the place of birth, to the person identified by the woman giving birth as either the only possible genetic parent other than the woman who gave birth or the intended parent of a child conceived through assisted reproduction, a voluntary declaration of parentage together with the written materials described in Section 7572. **Staff in the hospital shall witness the signature of parents signing a voluntary declaration of parentage and shall forward the signed declaration to the Department of Child Support Services within 20 days of the date the declaration was signed.** A copy of the declaration shall be made available to each of the attesting parents.

[Family Code §7571(a)]

Hold Harmless

A health care provider shall not be subject to civil, criminal, or administrative liability for a negligent act or omission relative to the accuracy of the information provided or for filing the declaration with the appropriate state or local agencies.

[Family Code §7571(b)]

\$10 Payment

The local child support agency shall pay the sum of ten dollars (\$10) to birthing hospitals and other entities that provide prenatal services for each completed declaration of parentage that is **filed** with the Department of Child Support Services, provided that the local child support agency and the hospital or other entity providing prenatal services has entered into a written agreement that specifies the terms and conditions for the payment as required by federal law.

[Family Code §7571(c)]

Notice must be provided

The state must provide that, **before** parents can sign a Voluntary Declaration of Parentage, the parents must be given notice, orally **and** in writing. Oral notice may be accomplished through the use of audio or video recorded programs developed by the Department of Child Support Services to the extent permitted by federal law.

[FC §7572 (b)&(c)] & [45 CFR §302.70(a)(5)(iii)]

Married Birth Parent

When the birth parent is married, completing a Voluntary Declaration of Parentage is **only authorized in cases of assisted reproduction.**

[Family Code §7573(a)(2)]

When the child's birth parent and their spouse are or have been married to each other and the child is born during the marriage, or **within 300 days after the marriage is terminated**, the birth parent's spouse is presumed to be the child's parent.

[Family Code §7611(a)]

When the parents are married and they cohabitated at the time of conception and birth, the child is presumed to be a child of the marriage.

[Family Code §7540(a)]

Marital Presumption

"A person is **presumed to be the natural parent** of a child if the person meets the conditions provided in Chapter 1 (commencing with §7540) or Chapter 3 (commencing with §7570) of Part 2 or in any of the following subdivisions: (a) The presumed parent and the child's natural mother are or have been married to each other and the child is born during the marriage, or within 300 days after the marriage is terminated by death, annulment, declaration of invalidity, or divorce, or after a judgment of separation is entered by a court."

[Family Code §7611(a)]

Certified Copies

Copies of the declaration and any rescissions **filed** with the Department of Child Support Services shall be made available only to the parents, the child, the local child support agency, the county welfare department, the county counsel, the State Department of Public Health, and the courts.

[Family Code §7571(i)]

Signatures must be witnessed

A VDOP shall be in a record signed by the woman who gave birth to the child and by either the only possible genetic parent other than the woman who gave birth or the intended parent of a child conceived through assisted reproduction, and the **signatures shall be attested by a notary or witnessed**.

[Family Code §7573(b)]

Same as a Judgement of Parentage

".. a completed voluntary declaration of parentage that complies with this chapter and that has been **filed** with the Department of Child Support Services is **equivalent to a judgment of parentage** of the child and confers on the declarant all rights and duties of a parent."

[Family Code §7573(d)]

Gender Neutral form

The voluntary declaration of parentage shall be executed on a form developed by the Department of Child Support Services in consultation with the State Department of Public Health and groups addressing child support, child custody, assisted reproduction issues, and lesbian, gay, bisexual, and transgender rights.

[Family Code §7574(a)]

Right to Cancel

“Either parent may rescind the voluntary declaration of parentage by filing a rescission form with the Department of Child Support Services **within 60 days of the date of execution** of the declaration by the attesting parents, whichever signature is later, unless a court order for custody, visitation, or child support has been entered in an action in which the signatory seeking to rescind was a party...”

[Family Code §7575(a)]

Minors

(a) Notwithstanding subdivision (c) of Section 7573, a voluntary declaration of parentage that is signed by a minor parent **does not establish parentage until** 60 days after both signatories have reached 18 years of age or are emancipated, whichever first occurs.

(b) A person who signs a voluntary declaration of parentage as **a minor may rescind** the voluntary declaration of parentage at **any time up to** 60 days after the signatory reaches 18 years of age or becomes emancipated, whichever first occurs.

(c) A voluntary declaration of parentage signed by a minor creates a rebuttable presumption for or against parentage until the date that it establishes parentage as specified in subdivision (a).

(d) A voluntary declaration of parentage signed by a minor shall be admissible as evidence in a civil action to establish parentage of the minor named in the voluntary declaration.

(e) A voluntary declaration of parentage that is signed by a minor shall not be admissible as evidence in a criminal prosecution for violation of Section 261.5 of the Penal Code.

(Amended by Stats. 2019, Ch. 115, Sec. 86. (AB 1817) Effective January 1, 2020.)

[Family Code §7580]

Error Mitigation Logic

ALL INFORMATION entered will appear exactly as you enter it on the VDOP. There is no fixing, changing, or amending the VDOP once it is Locked and Printed.

Child/Birth Parent/Other Parent First Name: flag single character first name and require confirming check box. No special characters accepted.

Child/Birth Parent/Other Parent Last Name: query spelling against one or both parents last names? No special characters accepted.

Child/Birth Parent/Other Parent DOB: take out “today” option as this could lead to incorrect dates of birth, user must select a day or type in a two-digit month, two-digit day and four-digit year.

Child First Name: flag any single character first name. A child's first name is required. No special characters accepted.

Child Middle Name: a child's middle name is not required but recommended if there is one. No special characters accepted.

Child Last Name: flag any single character last name. A child's last name is required. No special characters accepted.

Child's Date of Birth: a complete date of birth is required. A complete DOB is a two-digit month, two-digit day, and four-digit year. (Ex: 12/12/1234)

Multiple birth: if this is for a set of twins, triplets, quads, or quints, please indicate that here.

Place of Birth: should prepopulate for birthing hospital agency code and agency name. User can enter manually if place of birth of birth is not your agency.

Birth County: should prepopulate based on agency code and agency name. User can enter manually the correct county of birth when it is different.

Birth City: should prepopulate based on agency code and agency name

Birth State: should prepopulate based on agency code and agency name

Birth Country: should prepopulate based on agency code and agency name

Birth Parent Information: this is the person who gave birth to the child.

Birth Parent First Name: flag any single character first name. The Birth Parent's first name is required. No special characters accepted.

Birth Parent Middle Name: a Birth Parent's middle name is not required but recommended if there is one. No special characters accepted.

Birth Parent Last Name: flag any single character last name. The Birth Parent's last name is required. Please note: the name on the VDOP will appear exactly as you enter it. No special characters accepted.

Birth Parent Date of Birth: a complete date of birth is required. A complete DOB is a two-digit month, two-digit day, and four-digit year. 12/12/1234

Birth Parent SSN or ITIN: a SSN (Social Security Number) or ITIN (Individual Tax Identification Number) is required. If parents have ever been issued an SSN or ITIN you must enter it here. Additionally, if parents certify that they have never been issued an SSN or ITIN, you must check this box.

Birth Parent Phone Number: a complete and valid phone number is recommended but not required.

Birth Parent Email Address: a complete and valid email address is recommended but not required.

Birth Parent Mailing Address: a complete and valid mailing address is required, even when parents live together and share an address.

Other Parent Information: this is the genetic father and **NOT** the person who gave birth.

Other Parent First Name: flag any single character first name. The Other Parent's first name is required. No special characters accepted.

Other Parent Middle Name: the Other Parent's middle name is not required but recommended if there is one. No special characters accepted.

Other Parent Last Name: flag any single character last name. The Other Parent's last name is required. No special characters accepted.

Other Parent Date of Birth: a complete date of birth is required. A complete DOB is a two-digit month, a two-digit day, and a four-digit year. 12/12/1234

Other Parent SSN or ITIN: a SSN (Social Security Number) or ITIN (Individual Tax Identification Number) is required. If parents have ever been issued an SSN or ITIN you must enter it here. Additionally, if parents certify that they have never been issued an SSN or ITIN, you must check this box.

Other Parent Phone Number: a complete and valid phone number is recommended but not required.

Other Parent email address: a complete and valid email address is recommended but not required.

Other Parent Mailing Address: a complete and valid mailing address is required, even when parents live together and share an address.

Collective Data Review Page: by selecting **OK**, you have reviewed the spelling, and it is correct. You acknowledge that when this is submitted, there is no fixing, changing, or amending the information you provided.