

# Double Check for These Common Errors

## Voluntary Paternity Affidavits



- ☐ All words and phrases on the form are legible and unabbreviated.
- ☐ No mistakes are crossed out, and a new form is used when a mistake is made.
- ☐ "Multiple birth" box is completed.
- ☐ Child's sex and last name after paternity are completed.
- ☐ All middle names are unabbreviated and provided. Leave blank if there is no middle name.
- ☐ All Social Security numbers are provided, or "none" is written instead.
- ☐ Father's Hispanic origin, race, and education are completed.
- ☐ "Mother" statement is correctly checked.
- ☐ Both fields for mother's last name are completed.
- ☐ State or foreign country of birth is completed under all circumstances for both parents.
- ☐ Names on unexpired IDs match names given on paternity affidavit and are attached.
- ☐ Father and mother signatures are correctly dated in front of a notary.
- ☐ Notary has signed and dated both sections; signature dates match, and notary address is given.