

Recertification for Alateen Sponsors

Each Alateen sponsor will be notified by the Area Alateen Processing Person at least two months prior to the sponsor's anniversary date of initial certification. Follow the below-listed steps for recertification:

1. Go to www.vsp.state.va.us/
2. Download Form 167 from Forms section
3. Complete form and have 167 notarized (You sign and have notarized that section labeled "Affadavit For Release Of Information". The AAPP is the person making request.)
4. Obtain check for \$16 made out to Virginia Area Assembly
5. Send notarized Form 167 and check to Area Alateen Processing Person:

Ed Burwitz

5702 Glen Eagles Drive, Fredericksburg, Virginia 22407