

**THE FOLLOWING DOCUMENTS ARE NECESSARY WHEN FILING FOR THE ADOPTION OF A MINOR CHILD.**

**1.) PETITION FOR ADOPTION**

- A. Use a separate Petition for each child.
- B. In paragraph #2 the names and addresses of the legal and natural parents of the child must be provided. If one of the parents is of parts unknown please so indicate and state "last known" to be of       (City)       ,       (State)       .  
  
If one or both parent(s) is/are deceased, please do indicate and you must provide a Death Certificate of that parent.
- C. If the child is above the age of 12 years, he or she should sign the back of the Petition where indicated in front of 2 witnesses **and** a notary public.

**2.) AFFIDAVIT OF PETITIONER FOR ADOPTION**

- A. Must be signed by each Petitioner and notarized.

**3.) AFFIDAVIT DISCLOSING CARE AND CUSTODY PROCEEDINGS**

- A. Must be signed by the Custodial parent or Agency Petitioner.

**4.) ADOPTION SURRENDER FORM**

- A. Must be filed by a parent if he/she is consenting to the adoption, he/she should fill out this form and it must be signed in front of two witnesses and notarized.

**5.) CP-2 REQUEST FOR INFORMATION**

- A. One form must be filled out and signed by **each** petitioner so that the Court can conduct a Criminal Record check.

**6.) BIRTH CERTIFICATE OF CHILD**

- A. Must be a recent "standard certificate of live birth" issued by the town, city or state with the official seal.

**7.) MOTION TO WAIVE NOTICE TO THE DEPARTMENT OF SOCIAL SERVICES AND REPORT**

- A. This motion should be signed by the petitioners in the case of a step-parent/relative adoption. If not filed a letter will be sent to D.S.S. requesting a report to the court.

**8.) CITATION TO INTERESTED PARTIES:**

The Court will notify you **if** you are required to give notice. if you receive a Citation follow the instructions.