

SUPERIOR COURT OF CALIFORNIA
COUNTY OF KERN

ADOPTION

INSTRUCTIONS FOR ADOPTING A MINOR

1. **COMPLETE THE FORMS.** Type or print, blue or black ink only. You can download fillable forms from www.courts.ca.gov/forms. When completing your forms, you are **REQUIRED** to use full names (initials are **not** acceptable) for all parties, this includes Biological Parent(s), Adopting Parent(s) and Child(ren). Local Rule of Court 6.20(b)
 - ☐ Complete Notice of Lodging and attach a Certified Copy of the Minor's Birth Certificate. If you are filing a Stepparent Adoption you will also include your Marriage License. **(File Original)**
 - ☐ Complete Adoption Request (ADOPT-200). This form **MUST** be notarized. Attach the completed Indian Child Inquiry Attachment (ICWA-010(A)) **(File Original and 1 Copy)**
 - ☐ Complete Parent Notification of Indian Status (ICWA-020) **(File Original and 1 Copy)**
 - ☐ Complete Adoption Agreement (ADOPT-210) **(File Original)**
 - ☐ Complete Adoption Order (ADOPT-215) **(File Original and 1 Copy)**
2. **FILING FEE.** There is a fee of **\$20.00 per child** to file. Make payment payable to Kern County Superior Court.
3. **FILE YOUR FORMS.** File your forms with the Family Law Department along with the appropriate copies. If you do not have an attorney or typing service, include a self-addressed stamped envelope with sufficient postage to return the endorsed copies to you.
4. **INVESTIGATION.**
 - For Independent/Relative Adoptions, a filed copy of the Adoption Request (ADOPT-200) will be mailed by the Family Law Department to the Department of Social Services in Fresno.
 - For International or Agency Adoptions, a filed copy of the Adoption Request (ADOPT-200) will be mailed by the Family Law Department to The State Department of Social Services.
5. **INVESTIGATION REPORT.** After you receive the final investigation report, complete and file the form Adoption Expenses (ADOPT-230). Once ADOPT-230 is filed, the Clerk will reach out to you to set Adoption Hearing.

NOTICE

PERSONNEL OF THE CLERKS OFFICE OF THE SUPERIOR COURT ARE NOT ALLOWED BY LAW
TO GIVE LEGAL ADVICE OR ASSIST IN THE PREPARATION OF ANY FORMS.

**Family Law Department
ASK TO SPEAK TO THE
ADOPTION/ABANDONMENT CLERK
(661) 610-6400**

INDEPENDENT ADOPTION PROGRAM (IAP)

FACT SHEET

- The California Department of Social Services (CDSS) or delegated county adoption agency is required to investigate all Independent Adoption Petitions and submit a final report to the court with its findings within 180 days of receipt of 50 percent of the fee, or longer as determined by the court, as long as full payment has been received. (effective 10/1/2008)
- The fee for the cost of the investigation of an Independent Adoption petition is \$4,500. (effective 10/1/2008)
- The fee for the cost of the investigation of an Independent Adoption petition for a family with a completed, valid pre-placement evaluation is \$1,550. The pre-placement evaluation must be less than one year old and meet the requirements of Family Code Section 8811.5. (effective 10/1/2008)
- The fee for the cost of the investigation of an Independent Adoption petition for a family with a completed, valid private agency adoption home study is \$1,550. The agency adoption home study must be less than two years old at the time of filing a petition. (effective 1/1/2013)
- Once the petition is filed with the court, a copy and 50 percent of the fee shall be mailed to CDSS or the delegated county adoption agency. (effective 10/1/2008)
 - The 180 day time-frame will begin once the Department or delegated adoption agency has received a copy of the filed petition and 50 percent of the fee.
- The remaining 50 percent of the fee shall be paid no later than the date determined by CDSS or the delegated county adoption agency. The CDSS or delegated county adoption agency cannot file the final court report until the remainder of the fee is paid. (effective 10/1/2008)
- The fee for all Independent Adoption investigations is non-refundable.
- Request for fee waivers will no longer be accepted. (effective 10/1/2008)
- The fee may be reduced in some cases, where the prospective adoptive parent(s) is in the lower income category, according to the income limits published by the Department of Housing and Community Development (<http://www.hcd.ca.gov/hpd/hrc/rep/state/incNote.html>), and making the required payment would be detrimental to the welfare of an adopted child. However, in no case will the fee be reduced to less than \$500. (effective 1/1/2014)
- Adopting families may be eligible for a tax credit for qualifying expenses paid to adopt an eligible child (<http://www.irs.gov/taxtopics>). Please consult your tax advisor.



If you have any questions, please contact the CDSS Adoptions Regional/Field Office or the delegated county adoption agency (Alameda, Los Angeles, or San Diego) in your area for more information. You may also check CDSS' website at www.childsworld.ca.gov.



General Information on Adoptions

Before you begin

Seek legal advice about your family's options before beginning any adoption. Every family is different and adoption may not be necessary for some families. Visit the Self-Help Guide to the California Courts adoption page to get copies of adoption forms, look for organizations that provide legal help with adoptions, and learn how to complete the adoption process on your own if you do not have a lawyer: selfhelp.courts.ca.gov/adoptions. You can also get copies of adoption forms at your local court clerk's office.

What type of adoption will you be filing? In California there are several kinds of adoptions. This information sheet provides steps for the following types:

- Stepparent and domestic partnership
- Stepparent and domestic partnership confirmation of parentage
- Independent
- Agency (within the United States) and includes:
 - Agency placement or agency joinder
- Intercountry

For more information and definitions on these types of adoptions, see selfhelp.courts.ca.gov/adoptions.

What department or agency will be handling your home study or investigation?

In most adoptions, a home study or an investigation will be necessary.

- For independent adoptions
 - A regional office of the Department of Social Services (DSS).
 - An adoption agency.
 - For an independent adoption of a newborn, you must also choose an adoption service provider (ASP).

The ASP is an individual or an adoption agency licensed and certified by the State of California. Their role is to explain to the birth parent their rights in the adoption process (before “placing” the child with you) and to witness the signing of documents and consent.

There is a listing of all providers who have been licensed as an ASP on the California Department of Social Services website. You can see the list by agency or the list by individual. The ASP will charge a fee. You must pay the fee as the adoptive parent.
- For more information on a home study or ASP, see selfhelp.courts.ca.gov/independent-adoption/placed.
- For stepparent adoptions, the court investigator or a privately hired, licensed clinical social worker or other appropriate licensed individual will be handling your home study or investigation. See selfhelp.courts.ca.gov/stepparent-adoption.

If you need more information about what office or agency can conduct your home study, you can visit the California Department of Social Services website. Find out what paperwork they will need from you and when it must be sent to them once you file your *Adoption Request*.

Documents needed in addition to the *Adoption Request*

For most adoptions, the adopting parent, their legal representative, or the agency will be required to obtain additional signed forms or certified documents. These documents can include:

- Consent or relinquishment for adoption
- Death certificate (if applies)
- Other court orders
- Waiver of notice or denial of parentage

ADOPT-050-INFO

How to Adopt a Child in California

In certain situations additional court proceedings may be necessary. These may include:

- Petition freeing the child from parental custody and control and an order. (Note: This is a separate court action.)
- Petition to terminate parental rights of an alleged parent and an order. (Note: In some courts, this can be filed within the adoption case but in other courts it is a separate court action.)

Each of the above are specific procedures which must be followed based on the determination of the status of the parent. If this is an agency adoption, the agency will obtain the above information for the court.

This paperwork is needed to complete your adoption home-study or investigation.

The status of a parent is based on the relationship of that parent to the child and other factors. For definitions and more information about status of parent and what additional involvement or paperwork is needed, go to selfhelp.courts.ca.gov/adoptions.

Stepparent/Domestic Partner Adoptions

If you wish to adopt the child of your spouse or domestic partner, you may be eligible for a stepparent adoption. There are two types of stepparent adoptions. Answer these questions to figure out which process is right for you:

- Were you in a union with the child's legal parent **at the time the child was born** and are you **still in a union** with the legal parent? (A "union" means a marriage, a California registered domestic partnership, or a registered domestic partnership or civil union from another state that is legally equivalent to a marriage.)
- Did your **spouse or domestic partner give birth to the child** or was the child born through a **gestational surrogacy process** brought about by one or both of you?

If you answered no to **either** question, complete the items below for a **stepparent/domestic partner adoption**.

If you answered yes to **both** questions, complete the items below for a **stepparent adoption to confirm parentage**.

1 Fill out court forms

- | | | |
|---------------|---|--|
| • ADOPT-203 | <i>Stepparent Adoption Request</i> | This tells the judge about you and the child you are adopting. |
| • ADOPT-210 | <i>Adoption Agreement</i> | This tells the judge that you and the child, if 12 or older, agree to the adoption. Fill it out, but do not sign it until the judge asks you to sign it. |
| • ADOPT-215 | <i>Adoption Order</i> | The judge signs this form if your adoption is approved. |
| • ICWA-010(A) | <i>Indian Child Inquiry Attachment</i> | This lets the judge know that you have asked whether the child may be an Indian child. |
| • ICWA-020 | <i>Parental Notification of Indian Status</i> | One form is required for each birth parent. This shows that the child's parents have been asked about potential Indian status. |

Additional Forms for Stepparent Adoption to Confirm Parentage

- | | | |
|--|---|--|
| • ADOPT-205 (or an equivalent declaration) | <i>Declaration Confirming Parentage in Stepparent Adoption</i> | This tells the court how you conceived your child and whether there are any other parents. Only use this if you are seeking a stepparent adoption to confirm parentage. See above for more information on this type of adoption. Both the birth parent and the adopting parent must complete a separate declaration.
-OR- |
| • ADOPT-206 (or an equivalent declaration) | <i>Declaration Confirming Parentage in Stepparent Adoption: Gestational Surrogacy</i> | This tells the court how you conceived your child and whether there are any other parents. Only use this if you are seeking a stepparent adoption to confirm parentage because the child was conceived through a gestational surrogate and was born outside of California, and the state where the child was born only allowed one intended parent to be named as a legal parent on the child's birth certificate. |



ADOPT-050-INFO How to Adopt a Child in California

2 Take your forms to court

Take the completed forms to the court clerk in the county where you live. The court will charge a \$20 filing fee (set by Health and Safety Code section 103730). Or take the forms to your lawyer or adoption agency, if you are using one. If there is no hearing, form ADOPT-210 must be signed in front of the court clerk or a notary.

Note: In a stepparent adoption to confirm parentage, no investigation or hearing is required unless ordered by the court for good cause. Sign form ADOPT-210 in front of a notary or the court clerk when you file the forms and a judge will review your request. If the paperwork is complete and you meet the requirements, the judge will sign the *Adoption Order* (form ADOPT-215) and the adoption is complete. You and your attorney will receive copies. If the judge orders an investigation and hearing, go to the next steps.

3 An investigation is completed

In most stepparent adoptions an investigation or a report must be completed before the final hearing. This will be completed by either someone you identified in the request or who was ordered by the court. To begin the investigation you will be required to send the *Adoption Request* and supporting documentation to the investigator. A home visit may also be required.

4 Go to court on the date of your hearing

Bring:

- The child you are adopting;
- Form ADOPT-210;
- Form ADOPT-215;
- A camera, if you want a photo of you and your child with the judge (*optional*); and
- Friends/relatives (*optional*).
- California Department of Social Services form VS-44 may be needed, see selfhelp.courts.ca.gov/stepparent-adoption/prepare-lodge-forms.

Independent or Agency Adoptions in the United States

If this is an independent or agency adoption in the United States, complete items 1 through 4 below.

Note: The rights of the existing parents usually terminate with adoptions. In an independent adoption, if the existing and adopting parents agree, the rights of the existing parents do not have to be terminated. See Family Code section 8617(b).

1 Fill out court forms

- | | | |
|----------------|---|--|
| • ADOPT-200 | <i>Adoption Request</i> | This tells the judge about you and the child you are adopting. |
| • ADOPT-210 | <i>Adoption Agreement</i> | This tells the judge that you and the child, if 12 or older, agree to the adoption. Fill it out, but do not sign it until the judge asks you to sign it. |
| • ADOPT-215 | <i>Adoption Order</i> | The judge signs this form if your adoption is approved. |
| • ADOPT-230 | <i>Adoption Expenses</i> | This lets the judge know what payments were made that relate to the child you are adopting. |
| • ICWA-010(A)* | <i>Indian Child Inquiry Attachment</i> | This lets the judge know that the required questions have been asked to determine whether the child may be an Indian child. |
| • ICWA-020* | <i>Parental Notification of Indian Status</i> | One form is required for each birth parent. This shows that the child's parents have been asked about potential Indian status. |

*The agency or adoption service provider is responsible for getting these forms completed and making them part of the adoption file for adoptions under the Welfare and Institutions Code; other evidence, including court orders regarding ICWA may be necessary.



ADOPT-050-INFO

How to Adopt a Child in California

2 Take your forms to court

Take the completed forms to the court clerk in the county where you live. The court will charge a \$20.00 filing fee (set by Health and Safety Code section 103730). Or take the forms to your lawyer or adoption agency, if you are using one.

3 The social worker writes a report

In most adoptions, a social worker writes a report. This report gives important information to the judge about the adopting parents and the child. The social worker will ask you questions. You may have to fill out forms. You may be required to pay a fee for this report. The social worker will file the report with the court and send you and your attorney a copy. When you get the report, ask the clerk for a date for your adoption hearing.

4 Go to court on the date of your hearing

Bring:

- The child you are adopting;
- Form ADOPT-210;
- Form ADOPT-215;
- Form ADOPT-230;
- A camera, if you want a photo of you and your child with the judge (*optional*); and
- Friends/relatives (*optional*).

Intercountry Adoptions

If this is an intercountry (international) adoption, complete items 1 through 6 below.

Note: You must follow this process to adopt your child under California law, even if the adoption was previously finalized in a foreign country. If the child's adoption was finalized in a foreign country, you must file the *Adoption Request* within the earlier of 60 days of the child's entry to the United States, or the child's 16th birthday.

1 Fill out court forms

- | | | |
|---------------|---|--|
| • ADOPT-200 | <i>Adoption Request</i> | This tells the judge about you and the child you are adopting. |
| • ADOPT-210 | <i>Adoption Agreement</i> | This tells the judge that you and the child, if 12 or older, agree to the adoption. Fill it out, but do not sign it until the judge asks you to sign it. |
| • ADOPT-215 | <i>Adoption Order</i> | The judge signs this form if your adoption is approved. |
| • ADOPT-230 | <i>Adoption Expenses</i> | This lets the judge know what payments were made that relate to the child you are adopting. |
| • ICWA-010(A) | <i>Indian Child Inquiry Attachment</i> | This lets the judge know that you have asked whether the child may be an Indian child. |
| • ICWA-020 | <i>Parental Notification of Indian Status</i> | One form is required for each birth parent. This shows that the child's parents have been asked about potential Indian status. |

2 Postadoption or postplacement visits and reports

If the child's adoption was finalized in a foreign country, there will be at least one postadoption visit provided by the international adoption agency. The report of this visit must be submitted to the court as described below. If the child was born in a foreign country and placed with a California family for adoption in this state, the adoption agency must provide postplacement supervision with up to four visits. These reports are also provided to the court.



ADOPT-050-INFO How to Adopt a Child in California

3 Attach documentation

If the child's adoption was finalized in a foreign country, you must attach the following documents to your *Adoption Request*:

- A certified or otherwise official copy of the foreign decree, order, or certification of adoption that reflects finalization of the adoption in the foreign country;
- A certified or otherwise official copy of the child's foreign birth certificate;
- A certified translation of all required documents that are not written in English;
- Proof that the child was granted lawful entry into the United States as an immediate relative of the adoptive parent or parents;
- A report from at least one postplacement home visit by an intercountry adoption agency or a contractor of that agency licensed to provide intercountry adoption services in the state of California; and
- A copy of the home study report previously completed for the international finalized adoption by an adoption agency authorized to provide intercountry adoption services, in accordance with Family Code section 8900.

4 Take your forms to court

Take the completed forms and any required documents to the court clerk in the county where you live. The court will charge a \$20.00 filing fee (set by Health and Safety Code section 103730). Or take the forms to your lawyer or adoption agency, if you are using one.

5 Provide a copy of the forms and documents

If the child's adoption was finalized in a foreign country, provide a copy of the forms and documentation you filed with the court to any adoption agency that provided services to you for your international adoption.

6 Go to court on the date of your hearing

Bring:

- The child you are adopting;
- Form ADOPT-210;
- Form ADOPT-215;
- Form ADOPT-230;
- A camera, if you want a photo of you and your child with the judge (*optional*); and
- Friends/relatives (*optional*).

Inquiry and Notice Under the Indian Child Welfare Act (ICWA)

- ☐ The child and other people in the child's life (parents and extended family members, see definition below) must be asked specific questions in order to determine whether the child may be an Indian child. The *Indian Child Inquiry Attachment* (form [ICWA-010\(A\)](#)) should be attached to the *Adoption Request*. In agency adoptions, it is the responsibility of the agency to ensure that this inquiry is conducted and that the form is made part of the adoption file. In independent adoptions, the adoption service provider, CDSS Regional Office, or delegated county adoption agency is responsible. For more information about the duty of inquiry, see form [ICWA-005-INFO](#).
- ☐ Extended family member is defined by law or custom of the Indian child's tribe or, if no law or custom, must be a person who is 18 years or older and who is the Indian child's grandparent, aunt or uncle, brother or sister, brother-in-law or sister-in-law, niece or nephew, first or second cousin, or stepparent. (25 U.S.C. § 1903(2)(2).)
- ☐ A completed version of *Parental Notification of Indian Status* (form [ICWA-020](#)) for each birth parent should be attached to the *Adoption Request*, OR it should be shown that a good faith attempt was made to provide the form to each birth parent, the Indian custodian, or guardian of the child and inform them that they are required to complete and submit the form to the court. In agency adoptions, it is the responsibility of the agency to ensure that this form is provided to the birth parents and made part of the adoption file. In independent adoptions, the adoption service provider, CDSS Regional Office, or delegated county adoption agency is responsible.



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- ☐ If there is **reason to believe** that the child is or may be an Indian child, additional inquiry is required. For more information about the duty of inquiry, see form ICWA-005-INFO.
- ☐ If, at any time during the proceeding, there is **reason to know** that the child is an Indian child, notice must be provided of the adoption request to the child's tribe or tribes, parents, Indian custodian, and the Bureau of Indian Affairs, using *Notice of Child Custody Proceeding for Indian Child* (form ICWA-030). This form must be served by registered or certified mail, with return receipt requested.
 - Reason to know a child is an Indian child means that (1) a person having an interest in the child, including the child, informs the court the child is an Indian child; or (2) the child, the child's parents, or Indian custodian lives on a reservation or in an Alaska Native village; or (3) any person, tribe, or organization informs the court that it has discovered information indicating that the child is an Indian child. The court must proceed per rule 5.481(b)(3) of the California Rules of Court.
- ☐ If it is determined that the child **is an Indian child** or this is a tribal customary adoption, see Adoption of an Indian Child, below.

Adoption of an Indian Child

If you are adopting an Indian child, fill out and bring to court the following additional forms:

- ☐ *Adoption of Indian Child* (form ADOPT-220); and
- ☐ *Parent of Indian Child Agrees to End Parental Rights* (form ADOPT-225).

If this is a tribal customary adoption, a copy of the tribal customary adoption order must be attached to the petition (form ADOPT-200) and the order (form ADOPT-215).

Note: An Indian child who has reached the age of 18 and who was placed for adoption, may apply to the court which entered the final order or decree. That court shall inform that child of their tribal affiliation, if any, of the child's biological parents and provide such other information as may be necessary to protect any rights flowing from the child's tribal relationship. [25 U.S.C. § 1917]

"Open" Adoption and Use of *Contact After Adoption Agreement* (Family Code Section 8616.5)

If you want your child to have contact with their birth relatives after the adoption, you can use *Contact After Adoption Agreement* (form ADOPT-310). This form describes the kind of contact the birth relatives will have with your child after the adoption is finalized. If you use this form, fill it out and file this form with the court before the finalization hearing or order of the court. A file-marked copy of this agreement must be provided within 30 days of filing to all adult parties to this agreement and any licensed agency that placed the child or consented to the adoption, and the child, if age 12 or older.

Important: This is a voluntary agreement and is not required for the finalization of the adoption. If you chose to use this form, it will become part of the adoption file and will be enforceable by the court.

The adoptive parent or parents, the child, and the child's birth relatives can agree to continuing contact without using this form, but unless that agreement is in writing and attached to the *Contact After Adoption Agreement* (form ADOPT-310) it may not be enforced by the court if it is not followed.

Birth relatives are birth parents, siblings, and other birth relatives. For Indian children, this can also include the child's Indian tribe.

SUPERIOR COURT OF CALIFORNIA, COUNTY OF KERN ☐ Metropolitan Division: 1215 Truxtun Avenue, Bakersfield, CA 93301 ☐ East Division: Mojave Branch 1773 Highway 58, Mojave, CA 93501 ☐ East Division: Ridgecrest Branch 132 E. Coso Street, Ridgecrest, CA 93555 ☐ North Division: Delano/McFarland Branch 1122 Jefferson Street, Delano, CA 93215 ☐ North Division: Shafter/Wasco Branch 325 Central Valley Highway, Shafter, CA 93263	FOR COURT USE ONLY
PETITIONER: RESPONDENT:	
NOTICE OF LODGING (Family Law) ☐ Certified Copy – Birth Certificate ☐ Certified Copy – Marriage License ☐ Other: ☐ Other:	CASE NUMBER:

☐ Petitioner / ☐ Respondent herein submits the attached document(s) for lodging in the in the above-entitled case. By signing below, party understands the document is lodged and not filed in this case. Party further understands, upon completion of the case, the attached document *may* be returned to the filing party upon request.

DATED:

 _____ (Printed Name)
☐ Petitioner / ☐ Respondent

<i>Court Use Only</i> <i>Lodged Documents Returned to Party:</i> <i>(date)</i> <i>Received by</i> _____ _____ <i>(Printed Name)</i> <i>By</i> _____ <i>(clerk)</i>

Clerk stamps date here when form is filed.

Instructions

This request must be completed for agency, independent, intercountry, and tribal customary adoptions. For a stepparent adoption or a stepparent adoption to confirm parentage, use *Stepparent Adoption Request* (form ADOPT-203). Fill out one adoption request for each child to be adopted.

You may also need to provide additional forms, certified documents, or other paperwork to inform the judge of the status of a parent or possible parent who may have parental rights in these proceedings and how that parent will or will not participate in these proceedings.

For more information on the different types of adoptions and how to determine the status of a parent and the documentation that may be required, see form ADOPT-050-INFO, selfhelp.courts.ca.gov/adoptions, or visit your local county court self-help center before filling out this form.

Fill in court name and street address:

Superior Court of California, County of

Court fills in case number when form is filed.

Case Number:**1 Adopting parent(s)**

- a. Name: _____
- b. Name: _____
- c. Street address: _____
City: _____ State: ____ Zip: _____
Telephone number: _____
- d. Relationship to child: _____
- e. Lawyer (if any) (name, address, telephone numbers, email address, and State Bar number): _____

☐ Check this box if there are more adopting parents. Use a separate piece of paper and write "ADOPT-200, Other Adoptive Parents" at the top and complete a–e. Turn it in with this form.

2 Hearing is set for:

(To be completed by the clerk of the superior court if a hearing date is available.)



Date: _____ Time: _____ ☐ a.m. ☐ p.m. Dept.: _____ Room: _____
Name and address of court if different from above: _____

To the person served with this request: If you do not come to this hearing, the judge can order the adoption without your input.

3 Each adopting parent:

- a. Is at least 10 years older than the child or meets the criteria in Family Code section 8601(b);
- b. Will treat the child as their own;
- c. Will support and care for the child;
- d. Has a suitable home for the child; *and*
- e. Agrees to adopt the child.



Adopting parent or parents: _____

Case Number: _____

4 County of filing

This *Adoption Request* is filed in this court because (*check all that apply*):

- a. ☐ An adopting parent lives in this county;
- b. ☐ The child was born in or the child now lives in this county;
- c. ☐ An office of the agency that placed the child or is filing the request for adoption is located in this county;
- d. ☐ An office of the department or public adoption agency that is investigating the request is located in this county;
- e. ☐ A placing birth parent lived in this county when the adoptive placement agreement, consent, or relinquishment was signed;
- f. ☐ A placing birth parent lived in this county when the request was filed;
- g. ☐ The child was freed for adoption in this county.

(Note: If the child is a dependent of the court (in foster care), this *Adoption Request* must be filed in the county where the child was freed for adoption or the county where the adopting parent or parents reside. See Family Code sections 8714 and 8714.5). For more information on dependent children, selfhelp.courts.ca.gov/juvenile-dependency.

5 Type of adoption

Check one of the following:

- a. ☐ Agency (*name*): _____ ☐ Relative ☐ Nonrelative
☐ Tribal customary adoption (*attach tribal customary adoption order*)
- b. ☐ Independent: ☐ Relative ☐ Nonrelative ☐ Additional Parent (more than two)
- c. ☐ Intercountry (*name of agency*): _____

6 Information about the child

- a. Child's name before adoption (only for independent, intercountry, tribal customary adoption, or dependent child's adoption by a relative (Family Code, § 8714.5):

- b. Gender: ☐ Female ☐ Male ☐ Nonbinary
- c. Date of birth: _____ Age: _____
- d. Child's address (*if different from address of adopting parent or parents*):
Street: _____ City: _____ State: _____ Zip: _____
- e. Place of birth (*if known*): City: _____ State: _____ Country: _____
- f. If the child is 12 or older, does the child agree to the adoption? ☐ Yes ☐ No
- g. Date child was placed in the physical care of the adopting parents: _____
- h. The child was conceived by assisted reproduction in compliance with Family Code section 7613 ☐ Yes ☐ No
- i. The child is a dependent of the court. ☐ Yes ☐ No (If yes, add Juvenile Case No. and County)
Juvenile Case No. _____ County: _____
- j. ☐ The child's new name will be: _____

Adopting parent or parents: _____

Case Number: _____

7 Legal guardian

Does the child have a legal guardian? ☐ Yes ☐ No (If yes, attach *Letters of Guardianship* and fill out below.)

- a. Date guardianship ordered: _____
- b. County: _____
- c. Case number: _____

8 Inquiry and notice under the Indian Child Welfare Act (ICWA)

- a. ☐ The inquiry required under law to determine whether the child may be an Indian child has been made, and a completed *Indian Child Inquiry Attachment* (form ICWA-010(A)) is attached.
Note: In agency adoptions, it is the responsibility of the agency to ensure that this inquiry is conducted and the form is made part of the file. In independent adoptions, the adoption service provider, CDSS Regional Office, or delegated county adoption agency is responsible. For adoptions of a dependent child under the Welfare and Institutions Code, other evidence, including court orders regarding ICWA, may be necessary.
- b. ☐ A completed version of *Parental Notification of Indian Status* (form ICWA-020) is attached OR a good faith attempt has been made to provide the form to the parents, Indian custodian, or guardian of the child and inform them that they are required to complete and submit the form to the court.
Note: In agency adoptions, it is the responsibility of the agency to ensure that these forms are made part of the file. In independent adoptions, the adoption service provider, CDSS Regional Office, or delegated county adoption agency is responsible.
- c. ☐ There is **reason to know** that this child is an Indian child. Notice of the adoption request will be provided to the child's tribe or tribes, parents, Indian custodian, and the Bureau of Indian Affairs, using *Notice of Child Custody Proceeding for Indian Child* (form ICWA-030).

For more information on these requirements and for definitions, see form ADOPT-050-INFO.

9 Adoption of an Indian child

- a. ☐ This is an adoption of an Indian child. The adopting parent or parents have filled out and attached *Adoption of Indian Child* (form ADOPT-220) and will bring *Parent of Indian Child Agrees to End Parental Rights* (form ADOPT-225) to the hearing.
- b. ☐ This is a tribal customary adoption under Welfare and Institutions Code section 366.24. Parental rights have been modified under and in accordance with the attached tribal customary adoption order, and the child has been ordered placed for adoption.

10 Agency adoption information

- a. ☐ The adopting parent or parents have received information about the Adoption Assistance Program, the Regional Center, mental health services available through Medi-Cal or other programs, and federal and state tax credits that may be available.
- b. ☐ Joinder is being filed at same time as this *Adoption Request*.
- c. ☐ Joinder will be filed.

Adopting parent or parents: _____

Case Number: _____

11 Independent adoption information

- a. The adopting parent or parents will file promptly with the department or delegated county adoption agency the information required by the department in the investigation of the proposed adoption.
- b. ☐ A copy of the *Independent Adoption Placement* Agreement from the California Department of Social Services is attached. (This is required in most independent adoptions; see Family Code section 8802.)
- c. ☐ All persons with parental rights agree to the adoption and have signed the *Independent Adoptive Placement* Agreement or consent on the appropriate California Department of Social Services form.

(List the name and relationship to child of each person who has not signed the agreement form):

- d. ☐ The child will have more than two parents. The following persons with existing parental rights agree to this adoption and will maintain their existing parental rights:
- (1) Name: _____ Relationship to child: _____
Name: _____ Relationship to child: _____
- (2) An agreement waiving termination of parental rights, signed by both the existing parents and the adopting parent or parents, was filed with the court.

Note: If a person who may have parental rights has not signed a consent or relinquishment, the adopting parent or parents must obtain other signed documents or file for termination of parental rights or other action.

12 Intercountry and California re-adoption questions

- a. ☐ This adoption may be subject to the Hague Adoption Convention (*form ADOPT-216 may be required to be filed with this request. See Calif. Rules of Court 5.490-5.493.*)
- b. ☐ This is an adoption conducted under the requirements of the Hague Adoption Convention and the child has already moved with the adopting parent or parents to another Hague Convention member country or will be moving at the conclusion of this adoption.

Child will be moving or has moved to (name of country): _____

Adopting parent or parents: ☐ seek(s) a California adoption ☐ will be petitioning for a Hague Adoption Certificate ☐ will be seeking a Hague Custody Declaration.

- c. ☐ This is an intercountry re-adoption. The adoption was finalized in another country before the child entered the United States with the adopting parent or parents.

Date the child entered the United States: _____

See form ADOPT-050-INFO for a list of documents to attach to this *Adoption Request*.

13 Contact after adoption (optional)

Contact After Adoption Agreement (form ADOPT-310) (Family Code, § 8616.5)

- a. ☐ is attached.
- b. ☐ is attached as required in Family Code section 8714.50 (dependent child agency adoption).
- c. ☐ will be completed as required in Welfare and Institutions Code section 16002 between siblings and filed before the adoption hearing.
- d. ☐ will be filed before the adoption hearing.
- e. ☐ This is a tribal customary adoption. Postadoption contact is governed by the attached tribal customary adoption order.

For more information, see form ADOPT-050-INFO.

Case Number: _____

Adopting parent or parents: _____

Additional Information Needed

If there are any other persons who are or may be the child's parent, you will be required to obtain additional forms, submit specified paperwork, and possibly participate in additional court proceedings. Other paperwork or additional court proceedings may be necessary. During the adoption process, you must provide additional documents to the court or the department or agency handling your home study. These documents can include:

- Consent or relinquishment for adoption—properly signed and accepted by court.
- Death certificates, prior court orders, or pending court orders.
- Waiver or denial of parentage—properly signed and accepted by court.

Additional court proceedings can include:

- Filing a petition and order freeing the child from parental custody and control. This is a separate action.
- Filing a petition and order terminating parental rights of an alleged father. This action can be filed within the adoption process.

Important: Seek the advice of an attorney. Refer to form ADOPT-050-INFO, see also <https://selfhelp.courts.ca.gov/adoptions> or visit your local county court self-help center for more information.

14 Requests to court

- a. ☐ The adopting parent or parents ask the court to approve the adoption and to declare that the adopting parent or parents and the child have the legal relationship of parent and child, with all the rights and duties of this relationship, including the right of inheritance.
- b. ☐ The adopting parent or parents ask the court to date its order approving the adoption as of an earlier (date): _____ for the following reason (Family Code section 8601.5):

(Enter a date no earlier than the date parental rights were ended.)
- c. ☐ This is a tribal customary adoption. The adopting parent or parents ask the court to approve the adoption and to declare that the adopting parent or parents and the child have the legal relationship of parent and child, with all of the rights and duties stated in the attached tribal customary adoption order and in accordance with Welfare and Institutions Code section 366.24.

15 If a lawyer is representing you in this case, the lawyer must sign here:

Date: _____
Type or print lawyer's name _____ Signature of lawyer for adopting parents _____

16 I declare under penalty of perjury under the laws of the State of California that the information in this form and all its attachments is true and correct to my knowledge. This means that if I lie on this form, I am guilty of a crime.

Date: _____
Type or print your name _____ Signature of adopting parent _____

Date: _____
Type or print your name _____ Signature of adopting parent _____

Date: _____
Type or print your name _____ Signature of adopting parent _____

NOTICE—ACCESS TO AFFORDABLE HEALTH INSURANCE: Do you or someone in your household need affordable health insurance? If so, you should apply for Covered California. Covered California can help reduce the cost you pay toward high-quality affordable health care. For more information, visit www.coveredca.com. Or call Covered California at 1-800-300-1506 (English) or 1-800-300-0213 (Spanish).

INFORMATION SHEET ON INDIAN CHILD INQUIRY ATTACHMENT AND NOTICE OF CHILD CUSTODY PROCEEDING FOR INDIAN CHILD

This is an information sheet to help you fill out form ICWA-010(A), *Indian Child Inquiry Attachment*, and form ICWA-030, *Notice of Child Custody Proceeding for Indian Child*.

Form ICWA-010(A), *Indian Child Inquiry Attachment*

You are responsible for helping to find out whether the child is or may be an Indian child and filling out the information requested on ICWA-010(A), *Indian Child Inquiry Attachment*. This is important because if the child is or may be an Indian child, specific steps must be taken to gather family background information, contact the child's tribe, and prevent the breakup of the child's Indian family and to obtain for the child resources and services that are culturally specific to the child's family. The court will check to make sure that the child receives these resources and services.

Tips on how to fill out form ICWA-010(A), Indian Child Inquiry Attachment

1. Try to find contact information for the child's parents, the child's Indian custodian (if the child is living with an Indian person other than a parent) or other legal guardian, the child's grandparents and great-grandparents, and other available family members.
2. Contact the child's parents, the child's Indian custodian or any other legal guardians, available extended family members, and any other persons known to have an interest in the child and ask them (and the child, if old enough) these questions:
 - a. Do they think the child might be a member or citizen of a tribe or eligible for tribal membership or citizenship, and if they think the child might be, then which tribe or tribes?
 - b. Are the parents or other members of the extended family members or citizens of a tribe, and if they think they might be, which tribe or tribes?
 - c. Does the child, or do the child's parents or Indian custodian, if any, live in Indian country, including a reservation, rancheria, Alaska Native village, or other tribal trust land?
 - d. Does the child or any of the child's relatives receive services or benefits from a tribe, and if yes, which tribe?
 - e. Does the child or any of the child's relatives receive services or benefits available to Indians from the federal government?
 - f. Do they have any other information indicating the child is an Indian child?
3. If you are in touch with any of the child's relatives or extended family members at any time, ask them the same questions and let the court know whom you have asked and what they said.

The court clerk's office cannot file your petition unless you have filled out form ICWA-010(A), *Indian Child Inquiry Attachment*, and attached it to the petition. This requirement does not apply to a petition for appointment of a guardian of the estate only.

After you take the steps described above, if you have reason to believe that the child is an Indian child, you must gather as much family background information as you can and contact the tribe or tribes that may have a connection with the child about your court case.

You have reason to believe the child is an Indian child if any of the people you talk to answers "Yes" to any of your questions. Tribes that learn about the case can investigate and advise you and the court whether the child is a tribal member or citizen or eligible to become a tribal member or citizen, and can then decide whether to get involved in the case or assume tribal jurisdiction.

Your contacts with the tribe or tribes should include:

- (1) Contacting the tribe's designated agent for service of notice under the Indian Child Welfare Act, which is published in the Federal Register, by telephone, facsimile, or email; and
- (2) Sharing with the tribe or tribes any information identified by the tribe as necessary for the tribe to make a determination about the child's tribal membership or citizenship or eligibility for membership or citizenship, as well as information on the current status of the child and the case.

Form ICWA-030, *Notice of Child Custody Proceeding for Indian Child*

Following your inquiry about the child's Indian status and contacts with the child's tribe or tribes, if at any time you know or have reason to know the child is an Indian child, you must provide formal notice on form ICWA-030, *Notice of Child Custody Proceeding for Indian Child*.

Some tips to help you figure out if you have a reason to know the child is an Indian child

You have reason to know:

1. If the child, an Indian tribe, an Indian organization, an attorney, a public or private agency, a member of the child's extended family or any other person having an interest in the child says the child is an Indian child or provides information to anyone involved in the case suggesting that the child is an Indian child;
2. If the child, the child's parents, or an Indian custodian live on a reservation or rancheria or in an Alaskan Native village;

(continued on next page)



You have reason to know (*continued*):

3. If the child is or has been a ward of the tribal court; or
4. If the child's parent(s) have an identification card indicating membership or citizenship in an Indian tribe.

These are just a few of the facts that would give you reason to know that a child is an Indian child. There may also be other information that would give you reason to know that the child is an Indian child.

Who do you need to notify?

If you know or have reason to know that the child is an Indian child, you must send the *Notice* to the following:

1. Child's parents or other legal guardian, including adoptive parents;
2. Child's Indian custodian (if the child is living with an Indian person who has legal custody of the child under tribal law or custom, under state law, or if the parent asked that person to take care of the child);
3. Child's tribe or tribes; and
4. Sacramento Area Director, Bureau of Indian Affairs, Federal Office Building, 2800 Cottage Way, Sacramento, California 95825 (if the parents, Indian custodian, or tribe cannot be determined or located).

Tips on how to find the address for the child's tribe or tribes

The Secretary of the Interior periodically updates and publishes in the Federal Register (see 25 Code of Federal Regulations § 23.12) a list of tribe names and addresses. The Bureau of Indian Affairs also keeps a list. You can access the Federal Register list and other resources related to ICWA on the Bureau of Indian Affairs website at bia.gov/bia/ois/dhs/icwa.

Copy to the Area Director of the Bureau of Indian Affairs

If you know the identity and location of the parent, Indian custodian, and the tribe or tribes, when you send the *Notice* to the parent, Indian custodian, and the tribe or tribes, you must also send a copy to the Sacramento Area Director, Bureau of Indian Affairs, Federal Office Building, 2800 Cottage Way, Sacramento, CA 95825.

Copy to the Area Director of the Bureau of Indian Affairs and Secretary of the Interior

If you do **not** know the identity and location of the child's parents, Indian custodian, and tribe or tribes, you must send copies of the *Notice* and the other documents to the Sacramento Area Director, Bureau of Indian Affairs, Federal Office Building, 2800 Cottage Way, Sacramento, CA 95825 and to the Secretary of the Interior, 1849 C Street, NW, Washington DC 20240. To help establish the child's tribal identity, you must have completed your further inquiry of available extended family members before contacting the Bureau of Indian Affairs and Secretary of the Interior and provide as much information as possible, including the child's name, birthdate, and birthplace; the names of all of the child's known relatives with addresses and other identifying information; and a copy of the petition in the case.

How do you send the *Notice* and prove to the court that you have done so?

If you have an attorney, the attorney will complete the steps described below. If you are representing yourself without an attorney in a probate guardianship case, the court clerk will help you with steps 1 and 2 below, including doing the mailing and signing the certificate of mailing on page 9 of the *Notice*, but you must deliver copies of the *Notice* and other documents listed in step 1 below to the court in addressed envelopes ready for mailing and then complete step 3.

1. Mail to the persons and organizations listed at the top of this page, by registered or certified mail, with return receipt requested, completed and signed copies of the following forms:
 - a. Your petition;
 - b. Form ICWA-010(A), *Indian Child Inquiry Attachment*; and
 - c. Form ICWA-030, *Notice of Child Custody Proceeding for Indian Child*.
2. The person who does the mailing must fill out the information requested on page 10 of form ICWA-030, *Notice of Child Custody Proceeding for Indian Child*, and then date and sign the original form on page 9.
3. Go to the court and file with the clerk of the court proof that you have given notice to everyone listed above and on page 10 of form ICWA-030, *Notice of Child Custody Proceeding for Indian Child*. Your proof must consist of the following:
 - a. The original signed *Notice* (form ICWA-030) and copies of the documents you sent with it (the petition and form ICWA-010(A);
 - b. All return receipts given to you by the post office and returned from the mailing; and
 - c. All responses you receive from the child's parents, the child's Indian custodian, the child's tribe or tribes, and the Bureau of Indian Affairs.

Please note that you are subject to court sanctions if you knowingly and willfully falsify or conceal a material fact concerning whether the child is an Indian child or if you counsel a party to do so. (Welf. & Inst. Code, § 224.3(e).)

CHILD'S NAME:	CASE NUMBER:
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1. Name of child:

2. (Check one)

☐ I have not yet been able to complete the inquiry about the child's Indian status because:

I understand that I have an affirmative and continuing duty to complete this inquiry. I will do it as soon as possible and advise the court of my efforts.

☐ I have asked or ☐ I am advised by: _____ and on information and belief confirm that this person has completed inquiry by asking the child, the child's parents, and other required and available persons about the child's Indian status. Each of these persons was asked whether they had any information that the child is or may be an Indian child; whether the parents or child are or were domiciled or lived on a reservation, rancheria, Alaska Native village, or other tribal trust land, or had ancestors who were members of an Indian tribe. The person(s) questioned are:

Name:

Name:

Address:

Address:

City, state, zip:

City, state, zip:

Telephone:

Telephone:

Date questioned:

Date questioned:

Relationship to child:

Relationship to child:

☐ Additional persons questioned and their information is attached. (Form MC-020 may be used for this purpose.)

3. This inquiry (check one)

☐ gave me reason to believe the child is or may be an Indian child. (If checked, continue to 4.)

☐ gave me no reason to believe the child is or may be an Indian child. (If checked, continue to signature page at end of form.)

4. ☐ I contacted the tribe(s) that the child may be affiliated with and worked with them to establish whether the child is a member or citizen or eligible for membership or citizenship in the tribe(s). Information detailing the tribes contacted, the names of the individuals contacted, and the manner of the contacts is attached.

5. Based on inquiry and tribal contacts (check all that apply):

a. ☐ the child is or may be a member or citizen of or eligible for membership or citizenship in a tribe.

Name of tribe(s):

Location of tribe(s):

b. ☐ the child's parents, grandparents, or great-grandparents are or were members or citizens of a tribe.

Name of tribe(s):

Location of tribe(s):

c. ☐ the residence or domicile of the child, child's parents, or Indian custodian is on a reservation, rancheria, Alaska Native village, or other tribal trust land.

d. ☐ the child or the child's family has received services or benefits from a tribe or services that are available to Indians from tribes or the federal government, such as the Indian Health Service or Tribal Temporary Assistance to Needy Families (TANF).

e. ☐ the child is or has been a ward of a tribal court.

Name of tribe(s):

Location of tribe(s):

f. ☐ either parent or the child possesses an Indian identification card indicating membership or citizenship in an Indian tribe.

Name of tribe(s):

Location of tribe(s):

CHILD'S NAME:	CASE NUMBER:
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6. If this is a delinquency proceeding under Welfare and Institutions Code section 601 or 602,

☐ the child is in foster care.

☐ it is probable the child will be entering foster care.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

(TYPE OR PRINT NAME)

_____
(SIGNATURE)

To the parent, Indian custodian, or guardian of the above named child: You must provide all the requested information about the child's Indian status by completing this form. If you get new information that would change your answers, you must let your attorney, all the other attorneys on the case, and the social worker or probation officer, or the court investigator know immediately and an updated form must be filed with the court.

2. Relationship to child: ☐ Parent ☐ Indian custodian ☐ Guardian ☐ Other:

3. a. ☐ I am or may be a member or citizen of, or eligible for membership or citizenship in, a federally recognized Indian tribe.
Name of tribe(s) (*name each*):

Location of tribe(s):

b. ☐ The child is or may be a member or citizen of, or eligible for membership or citizenship in, a federally recognized Indian tribe because (*state why you think the child is or may be a member or citizen or eligible for membership or citizenship in the tribe*):
Name of tribe(s) (*name each*):

Location of tribe(s):

c. ☐ One or more of the child's parents, grandparents, or other lineal ancestors is or was a member or citizen of a federally recognized tribe.
Name of tribe(s) (*name each*):

Location of tribe(s):

Name and relationship of ancestor(s):

d. ☐ I am a resident of or am domiciled, live, or have lived on a reservation, rancheria, Alaska Native village, or other tribal trust land.

e. ☐ The child is a resident of or is domiciled, lives, or has lived on a reservation, rancheria, Alaska Native village, or other tribal trust land.



CHILD'S NAME:	CASE NUMBER:
---------------	--------------

3. f. ☐ The child is or has been a ward of a tribal court of the: _____ tribe.
- g. ☐ Either parent or the child possesses an Indian identification card indicating membership or citizenship in an Indian tribe.
 Name of tribe(s) (*name each*): _____
- Membership or citizenship number (*if any*): _____
- h. ☐ None of the above apply.

4. A previous form ICWA-020 ☐ has ☐ has not been filed with the court.

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date:

 (TYPE OR PRINT NAME)



 (SIGNATURE)

Note: This form is not intended to constitute a complete inquiry into Indian heritage. Additional inquiry may be required by the Indian Child Welfare Act and state law.

ADOPT-210 Adoption Agreement

Clerk stamps date here when form is filed.

1 Adopting parent or parents

- a. Name: _____
- b. Name: _____
- c. Address (skip this if you have a lawyer): _____
- City: _____ State: _____ Zip: _____
- Telephone number: _____
- d. Lawyer (if any) (name, address, telephone numbers, e-mail address, and State Bar number): _____
- _____
- _____
- _____

- ☐ Check this box if there are more adopting parents. Use a separate piece of paper and write "ADOPT-210, Other Adopting Parents" at the top and complete a-d. Turn it in with this form.

Fill in court name and street address:

Superior Court of California, County of _____

Court fills in case number when form is filed.

Case Number: _____

2 Information about the child

Child's name before adoption: _____

Child's name after adoption: _____

Date of birth: _____ Age: _____

Signing this form:

- Adoptions usually require a hearing where most signatures on this form must be completed in front of a judge.
- Item ⑤ may be signed before the hearing.
- If this is a stepparent adoption to confirm parentage involving a spouse or registered domestic partner who gave birth to the child or established parentage over a child born through gestational surrogacy during the union, usually no hearing is required and you may sign this form in front of a proper witness. See item 9a for instructions on having your signature properly witnessed. If the court orders a hearing in this case, you must sign this form at the hearing in front of the judge.
- All other signatures must be signed at a hearing, in front of a judge, unless waived by the judge for good cause.

- ③ I am the child listed in ② and I agree to the adoption. (Not required in the case of a tribal customary adoption under Welf. & Inst. Code, § 366.24.)

Date: _____
Type or print your name

Signature of child (child must sign if 12 or older; optional if child is under 12)

- ④ If there is **one** adopting parent (including stepparent), read and sign:

I am the adopting parent listed in ①, and I agree that the child will:

- a. Be adopted and treated as my legal child (Fam. Code § 8612(b)) and
- b. Have the same rights as a natural child born to me, including the right to inherit my estate.

Date: _____
Type or print your name

Signature of adopting parent



Adopting parent or parents: _____

Case Number: _____

- 5 If the adopting parent is married and not separated, the consent of their spouse is required (Family Code, § 8603). Spouse must sign here:

I am married to, or am the registered domestic partner of, the adopting parent listed in ①, and I am not a party to this adoption. I agree to the adoption of the child by the adopting parent listed in ①.

Date: _____
Type or print your name

Signature of spouse or registered domestic partner
(may be signed before hearing)

- 6 For stepparent adoptions only:

If you are the legal parent of the child listed in ②, read and sign below.

I am the legal parent of the child and am the spouse or registered domestic partner of the adopting parent listed in ①. I agree to the adoption of my child by the adopting parent listed in ①.

Date: _____
Type or print your name

Signature of legal parent

- 7 If there is more than one adopting parent, read and sign below.

We are the adopting parents listed in ①, and we agree that the child will:

- Be adopted and treated as our legal child (Fam. Code, § 8612(b)) and
- Have the same rights as a natural child born to us, including the right to inherit our estate.

I agree to the other parent's or parents' adoption of the child.

Date: _____
Type or print your name

Signature of adopting parent

I agree to the other parent's or parents' adoption of the child.

Date: _____
Type or print your name

Signature of adopting parent

I agree to the other parent's or parents' adoption of the child.

Date: _____
Type or print your name

Signature of adopting parent

☐ Check this box if there are more adopting parents. Use a separate piece of paper and write "ADOPT-210, Item 7" at the top and include name, signature, and date signed. Turn it in with this form.

- 8 If this is a tribal customary adoption, read and sign below.

I or we are the adopting parents listed in ①, and I or we agree that the child will:

- Be adopted and treated as my/our legal child (Fam. Code, § 8612(b)) and
- Have the same rights and duties stated in the tribal customary adoption order dated _____ (copy attached).



Adopting parent or parents: _____

Case Number: _____

8

Date: _____
Type or print your name

Signature of adopting parent

Date: _____
Type or print your name

Signature of adopting parent

☐ Check this box if there are more adopting parents. Use a separate piece of paper and write "ADOPT-210, Item 8" at the top and include name, signature, and date signed. Turn it in with this form.

9

Executed (check one):

a. ☐ This form was signed outside of a hearing. (Select this option for either a stepparent adoption to confirm parentage under Family Code section 9000.5, where the court did not order a hearing for good cause, or if the court waived appearance under Family Code, section 8613 or 8613.5.)

(1) ☐ This form was signed **in** California.

This form was signed in front of the following type of witness (check one):

☐ Notary public (the notary acknowledgment is attached)

☐ Court clerk

☐ Probation officer

☐ Qualified court investigator

☐ Authorized representative of a licensed adoption agency

☐ County welfare department staff member

(2) ☐ This form was signed **outside** of California.

This form was signed in front of the following type of witness (check one):

☐ Notary public (the notary acknowledgment is attached)

☐ Other person authorized to perform notarial acts (proof of notarization is attached)

☐ Authorized representative of an adoption agency that is licensed in the state or country where this form was signed

(3) Witness information

This form was signed in: (county) _____ (state) _____ (country) _____

Name of witness: _____

Agency witness works for (if applicable): _____

Date: _____

Witness signature: _____

b. ☐ This form was signed at a hearing in front of a judicial officer. (The judge will date and sign the form below.)

c. ☐ This form was signed by the adopting parent or parents either before or while the adopting parent or parents were attending a remote hearing and was acknowledged by the judicial officer. (The judge will date and sign the form below.)

Date: _____

Judge or Judicial Officer

ADOPT-215 Adoption Order

Clerk stamps date here when form is filed.

1 Adopting parent or parents

- a. Name: _____
- b. Name: _____
- c. Name: _____
- d. Street address: _____
City: _____ State: ____ Zip: _____
Daytime telephone number: _____
- e. Additional street address: _____
City: _____ State: ____ Zip: _____
Daytime telephone number: _____
- f. Lawyer (if any) (name, address, telephone number, email address, and State Bar number): _____

Fill in court name and street address:

Superior Court of California, County of

Court fills in case number when form is filed.

Case Number:

2 Information about the child

- Child's name after adoption:
- a. First name: _____
- b. Middle name: _____
- c. Last name: _____
- d. Date of birth: _____ Age: _____
- e. Place of birth (if known): _____
City: _____ State: _____ Country: _____

3 Name of adoption agency (if any): _____

4 Hearing details

- a. Hearing date: _____ Dept.: _____ Div.: _____ Rm.: _____
- b. Judicial officer: _____ Clerk's office telephone number: _____
- c. People present at the hearing:

☐ Adopting parent or parents

☐ Lawyer for adopting parent or parents

☐ Child

☐ Child's lawyer

☐ Parent or parents keeping parental rights: _____

☐ Other people present (list each name and relationship to child):

(1) _____

(2) _____

☐ Check here if there are more names. Attach a sheet of paper, write "ADOPT-215, Item 4" at the top, and list the additional names and each person's relationship to child. You may use form MC-025, Attachment.

Adopting parent or parents: _____

Case Number: _____

- 4 ☐ The hearing is waived pursuant to Family Code section 9000.5 (*Check this box only if this is an adoption confirming parentage of a parent who was married to or in a state-registered domestic partnership, including a registered domestic partnership or civil union from another jurisdiction, with the legal parent at the time the child was born.*)

Judge will fill out section below.

- 5 The judge finds that the child (*check all that apply*):
- a. ☐ Is 12 or older and agrees to the adoption
 - b. ☐ Is under 12
 - c. ☐ Is not required to consent because this is a tribal customary adoption.
- 6 The judge has reviewed the report and other documents and evidence and finds that:
- a. Proper notice to all persons with actual or possible parental rights has been provided and their voluntary or nonvoluntary participation is documented in the court file.
 - b. Each adopting parent:
 - (1) Is at least 10 years older than the child or meets the criteria in Family Code section 8601(b);
 - (2) Will treat the child as their own;
 - (3) Will support and care for the child;
 - (4) Has a suitable home for the child; *and*
 - (5) Agrees to adopt the child.

- 7 Child's name before adoption
*Complete for nonrelative agency, independent, intercountry, or stepparent adoption.
If this is an adoption of a dependent child by a relative filed under Family Code section 8714.5, complete only if requested by the adopting relative or by the child being adopted, if 12 years of age or older.*

First name: _____ Middle name: _____ Last name: _____

- 8 ☐ The child is an Indian child. The judge finds that this adoption meets the placement requirements of the Indian Child Welfare Act or that there is good cause to give preference to these adopting parent or parents. The clerk will fill out (14) below.

- 9 ☐ The judge approves the *Contact After Adoption Agreement* (form ADOPT-310)
☐ As submitted ☐ As amended on ADOPT-310

- 10 ☐ This is a tribal customary adoption. The tribal customary adoption order of the _____ tribe dated _____ containing _____ pages and attached hereto is fully incorporated into this order of adoption.

- 11 ☐ This is an adoption under the Hague Adoption Convention. *Verification of Compliance with Hague Adoption Convention Attachment* (form ADOPT-216) is attached and fully incorporated into this order.

Case Number:

Adopting parent or parents: _____

12 ☐ (Do not complete for intercountry adoptions.) The child will have more than two parents. The following persons with existing parental rights agree to this adoption and will maintain their existing parental rights:

- a. Name: _____ Relationship to child: _____
Name: _____ Relationship to child: _____
- b. An agreement waiving termination of parental rights, signed by both the existing parents and the adopting parent or parents, was filed with the court.

13 The judge believes the adoption is in the child's best interest and orders this adoption. The child's name after adoption will be:

First name: _____ Middle name: _____ Last name: _____

The adopting parent or parents and the child are now parent and child under the law, with all the rights and duties of the parent-child relationship or, in the case of a tribal customary adoption, all the rights and duties set out in the tribal customary adoption order and Welfare and Institutions Code section 366.24.

☐ The judge believes it will serve public policy and the best interest of the child to grant the request of the adopting parent or parents for the court to make this order effective as of (date): _____.

Date: _____
(Date of Signature) Judge (or Judicial Officer)

Clerk will fill out section below.

14 Clerk's Certificate of Mailing

For the adoption of an Indian child, the clerk certifies:

I am not a party to this adoption. I placed a filed copy of:

- ☐ Adoption Request (form ADOPT-200) ☐ Adoption of Indian Child (form ADOPT-220)
☐ Adoption Order (form ADOPT-215) ☐ Contact After Adoption Agreement (form ADOPT-310)

in a sealed envelope, marked "Confidential" and addressed to:

Chief, Division of Social Services
Bureau of Indian Affairs
1849 C Street, NW
Mail Stop 310-SIB
Washington, DC 20240

The envelope was mailed by U.S. mail, with full postage, from:

Place: _____ on (date): _____

Date: _____ Clerk, by: _____, Deputy

INT-300 Request for Interpreter (Civil)

Clerk stamps date here when form is filed.

Fill out this form if you or a witness in your case needs an interpreter when you are in court.

See instructions on page 2 of this form for more information.

- 1 **Your Information** (person requesting an interpreter). *If you have a lawyer, give your lawyer's information.*

Name: _____
State Bar No.: _____
Firm Name: _____
Address: _____
City: _____ State: _____ Zip: _____
Telephone: _____
E-Mail Address: _____

Fill in court name and street address:

Superior Court of California, County of _____

Court fills in case number when form is filed.

Case Number: _____

- 2 **I am a party in this case** (check one item below):

☐ Plaintiff/Petitioner ☐ Defendant/Respondent ☐ Other (describe): _____

- 3 ☐ **I need an interpreter in the following language when I am in court:**

☐ español (Spanish) ☐ (Vietnamese) ☐ (Korean) ☐ (Mandarin)
☐ (Cantonese) ☐ (Farsi/Persian) ☐ (Russian) ☐ Tagalog (Tagalog)
☐ (Arabic) ☐ (Punjabi) ☐ Other: _____

Include town of origin, if you speak an indigenous language: _____

- 4 ☐ **I have a witness who needs an interpreter for the following court date:**
(Complete a separate form for each witness.)

- a. Date: _____ Time: _____
Department and judicial officer, if known: _____
☐ No date is set yet.
- b. The witness needs an interpreter in (check one):
☐ The language marked above **OR**
☐ Other (enter the language the witness speaks): _____

Date: _____



Signature of party or attorney



Your Name: _____

Case Number: _____

INSTRUCTIONS

- Court proceedings are in English. If a party or witness does not speak or understand English well, he or she may need an interpreter. The interpreter will allow him or her to testify, speak to the judge, and understand what others are saying in court. Certified and registered court interpreters are trained to interpret in court. If you need language help, you can ask the court to provide a court interpreter by filling out the first page of this form.
- You should complete this form if you or a witness in your case needs an interpreter. A witness is someone who provides information in court, under oath. You should complete a separate form for every witness who needs language help. Complete the first page and file it with the court. Check with your local court to find out how far in advance you must file a request for an interpreter. You can also find out when the court will answer your request.
- Courts try to provide an interpreter in every language and in every civil case. The court will provide you with a response to let you know if your request was granted. Sometimes, a court cannot provide an interpreter in every case.



Request for Accommodations

Assistive listening systems, computer-assisted real-time captioning, or sign language interpreter services are available if you ask at least five days before the hearing. Contact the clerk's office or go to www.courts.ca.gov/forms for *Request for Accommodations by Persons With Disabilities and Response* (Form MC-410). (Civ. Code, § 54.8.)

ADOPT-230 Adoption Expenses

Clerk stamps date here when form is filed.

If you are adopting your stepchild, do not fill out this form.

- 1 a. Your name (adopting parent or parents):
(1) _____
(2) _____
- b. Address (*skip this if you have a lawyer*):
Street: _____
City: _____ State: _____ Zip: _____
- c. Telephone number: _____
- d. Lawyer (*if any*): (*Name, address, telephone number, and State Bar number*): _____

Fill in court name and street address:

Superior Court of California, County of _____

Fill in case number if known:

Case Number: _____

- ☐ Check this box if there are more adopting parents. Use a separate piece of paper and write "ADOPT-230, Other Adopting Parents" at the top and complete a–d. Turn it in with this form.

2 Name of child after adoption: _____

- 3 List the services you received that were related to the adoption of the child listed in 2. Include all medical, hospital attorney, legal fees and costs, doctors and physicians, surgeons, licensed adoption agency, or any other person or organization that received payment in connection with the birth of the child, expenses, and services received by either birth parent or by the child. (Examples of other services provided: prenatal care, transportation, counseling, adoption service provider, pregnancy expenses, court filing fees, fingerprinting fees.)

Service	Name and address of service provider	How much paid, or value of service	Payment date
a. _____	_____ _____	\$ _____	_____
b. _____	_____ _____	\$ _____	_____
c. _____	_____ _____	\$ _____	_____
d. _____	_____ _____	\$ _____	_____



Adopting parent or parents: _____

Case Number: _____

Service	Name and address of service provider	How much paid, or value of service	Payment date
e. _____	_____ _____	\$ _____	_____
f. _____	_____ _____	\$ _____	_____
g. _____	_____ _____	\$ _____	_____
h. _____	_____ _____	\$ _____	_____
i. _____	_____ _____	\$ _____	_____
j. _____	_____ _____	\$ _____	_____
k. _____	_____ _____	\$ _____	_____
l. _____	_____ _____	\$ _____	_____

☐ Check this box if you need more space to list the services related to this adoption. Use a separate piece of paper and write “ADOPT-230, Item 3—Payment for Services” at the top and include the service, name and address of provider, amount paid, and payment date. Turn it in with this form.

Number of pages attached: _____

4 I declare under penalty of perjury under the laws of the State of California that I have listed all payments (or anything of value) that I have paid or agreed to pay, or that were paid on my behalf, related to the child I want to adopt. I declare under penalty of perjury under the laws of the State of California that the information in this form is true and correct, which means that if I lie on this form, I am guilty of a crime.

Date: _____ *Type or print your name*  _____ *Signature of adopting parent*

Date: _____ *Type or print your name*  _____ *Signature of adopting parent*

Date: _____ *Type or print your name*  _____ *Signature of adopting parent*

ADOPT-310**Contact After Adoption Agreement**☐ Original ☐ Change

Clerk stamps date here when form is filed.

1 Adopting parent or parents:

- a. Name: _____
- b. Name: _____
- c. Address (*skip this if you have a lawyer*): _____
City: _____ State: _____ Zip: _____
Telephone number: _____
- d. Lawyer (if you have one) (*name, address, telephone numbers, e-mail address, and State Bar number*): _____

☐ Check this box if there are more adopting parents. Use a separate piece of paper and write "ADOPT-310, Other Adopting Parents" at the top and complete a–d. Turn it in with this form.

Fill in court name and street address:

Superior Court of California, County of

Court fills in case number when form is filed.

Case Number:**2** Information about the child

- a. Child's name (after adoption): _____
- b. Date of birth: _____ Age: _____
- c. Is the child a dependent of Juvenile Court? ☐ No ☐ Yes

If yes, list juvenile court and juvenile case number and attach this form to your *Adoption Request* (form ADOPT-200) (Family Code, §§ 8714.5(d) and 8715):

County: _____ Case number: _____

- d. Child's Lawyer (*If the child has a lawyer, fill out below. If item 2c is yes, child must have a lawyer. See Family Code section 8616.5(d).*)

Name of child's lawyer: _____

Address: _____

City: _____ State: _____ Zip: _____

Phone number: _____ State Bar number: _____

- 3** The birth relatives below agree with the requesting parties in **1** about contact with the child after adoption. *If the agreement is confidential, write "Confidential" instead of the person's name.* Sibling information may include minor siblings, siblings who are dependents or nonminor dependents, and adult siblings. Consider completion of waiver forms (California Department of Social Services forms AD 904A or AD 904B). See <https://cdss.ca.gov/inforesources/forms-brochures/forms-alphabetic-list/a-d>.

☐ Check this box if there are more relatives that need to sign. Use a separate piece of paper and write "ADOPT-310, Item 3—Other Relatives" at the top and include name, relationship to child, and type of contact. Turn it in with this form.



Adopting parent or parents: _____

Case Number: _____

3

Type of Contact (check all that apply):

Name	Relationship to Child	 Visits	 Phone	 Email	 Letter	 Share Info	Other*
a.		☐	☐	☐	☐	☐	☐
b.		☐	☐	☐	☐	☐	☐
c.		☐	☐	☐	☐	☐	☐
d.		☐	☐	☐	☐	☐	☐
e.		☐	☐	☐	☐	☐	☐
f.		☐	☐	☐	☐	☐	☐
g.		☐	☐	☐	☐	☐	☐

☐ Check this box if “Other” is selected. Use a separate piece of paper and write “ADOPT-310, Item 3 —Other Types of Contact” at the top and include name, relationship to child, and type of contact. Turn it in with this form.

4

☐ Check this box if you have a signed, written agreement about Contact After Adoption, and attach a copy.

Number of pages attached: _____

5

The parties have discussed the reasons for continued contact between the child and the specified relatives or other parties, considering the best interests of the child.

Notice

1. The adopting parent or parents must file this form with the court before the finalization hearing or order of the court. Within 30 days of the adopting parent or parents receiving a file-marked copy of this agreement, the adopting parent or parents must provide a file marked copy to each person who signed the agreement as well as any licensed adopting agency that placed the child for adoption or consented to the adoption.
2. After the judge signs the Adoption Order for this child, the adoption is final. It can never be cancelled or changed, even if anyone who signed this agreement:
 - Does not follow the agreement, and/or
 - Files ADOPT-315 (to change, end, or enforce this agreement).
3. Before this agreement can be changed by the court, all of the people who signed it have to try to fix any problems with it through a dispute resolution program, like mediation.

Adopting parent or parents: _____

Case Number: _____

6 Everyone involved in this agreement must sign below (including the child, if 12 or older, and the child's attorney).

Date: _____
Type or print your name and relationship to child Sign your name

Date: _____
Type or print your name and relationship to child Sign your name

Date: _____
Type or print your name and relationship to child Sign your name

Date: _____
Type or print your name and relationship to child Sign your name

Date: _____
Type or print your name and relationship to child Sign your name

Date: _____
Type or print your name and relationship to child Sign your name

☐ Check this box if you need more space to list relatives. Use a separate piece of paper and write "ADOPT-310, Item 6 —Signatures of Other Relatives" at the top and include name and relationship to child, signature, and date signed. Turn it in with this form.

Date: _____

Judge (or Judicial Officer)