Adoption Applicants Checklist

(Applicants are required to submit the following documents with their application)

	Documents Required	Document Submitted (Please tick)
1.	Application Form **completed**	
2.	Child's Birth Certificate (**original**)	
3.	Applicant (s) Birth Certificate (**original**)	
4.	Birth certificate indicating proof of relationship *between applicant and child where applicable*	
5.	Marriage Certificate (**original**)	
6.	Divorce Certificate Absolute (**original**)	
7.	Photographs (**notarized) 1 photo each for applicant and child**	
8.	Death Certificate of parents (**original**)	
9.	Medical (applicant) **stamped by Doctor**	
10.	Medical (child) **stamped by Doctor**	
11.	Lab tests Results for child (**HIV/Hepatitis B/Sickle Cell/ &VDRL**	
12.	Employment Letter *(on company Letterhead/stamp/ Income Statement for persons self-employed*	
13.	Two letters of reference from non relative (*the letters should speak to both applicants if married and their ability to understand and relate to children (notarized)*	
14.	Letter of Responsibility (notarized)*for persons adopting singly/ persons aged with serious health conditions*	
15.	Married applicants adopting alone should provide a notarized letter from spouse supporting the adoption.	
16.	Child's most recent school report (*where applicable*)	
17.	Police Record for applicants	
17.	Applicants Abroad should provide a *Home study from an Agency abroad*	