

**STEP-PARENT ADOPTION INTAKE SHEET**

Date \_\_\_\_\_

**FOR OFFICE USE ONLY**

\_\_\_\_\_ Open File \_\_\_\_\_ Involuntary Termination

\_\_\_\_\_ Fee Letter \_\_\_\_\_ Consent to Adoption

\_\_\_\_\_ Petition to Confirm Consent

\_\_\_\_\_ Adoption Petition

Retainer \$ \_\_\_\_\_ Payment \$ \_\_\_\_\_

Referral Source \_\_\_\_\_

**ACT 101 Notification** \_\_\_\_\_ **Date** \_\_\_\_\_

**OUR CLIENT(S):**

**MOTHER/FATHER:**

Name \_\_\_\_\_ Maiden Name \_\_\_\_\_

Address \_\_\_\_\_

Telephone \_\_\_\_\_ (Home) \_\_\_\_\_ (Office) \_\_\_\_\_ (Cellular)

Email Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Place of Birth \_\_\_\_\_

Social Security No. \_\_\_\_\_ Race \_\_\_\_\_

Occupation \_\_\_\_\_ Religion \_\_\_\_\_

Date of Marriage \_\_\_\_\_ Place of Marriage \_\_\_\_\_

**STEP-FATHER/STEP-MOTHER:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Where born \_\_\_\_\_

Social Security No. \_\_\_\_\_ Race \_\_\_\_\_

Occupation \_\_\_\_\_ Religion \_\_\_\_\_

Date of Marriage \_\_\_\_\_ Place of Marriage \_\_\_\_\_

**CHILD BEING ADOPTED**

Name \_\_\_\_\_ Date of Birth \_\_\_\_\_

Place of Birth (City, County, State) \_\_\_\_\_

Hospital of Birth \_\_\_\_\_ Sex \_\_\_\_\_ Race \_\_\_\_\_

Religion \_\_\_\_\_ New Name after Adoption \_\_\_\_\_

Notes \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**WE NEED ORIGINAL BIRTH CERTIFICATE AT TIME OF FILING.**

**BIRTH FATHER/BIRTH MOTHER WHOSE RIGHTS ARE BEING TERMINATED:**

Name \_\_\_\_\_

Address \_\_\_\_\_

Date of Birth \_\_\_\_\_ Where born \_\_\_\_\_

Race \_\_\_\_\_ Marital Status \_\_\_\_\_

Last contact with child \_\_\_\_\_

Other comments on contact with child \_\_\_\_\_

Native American Heritage \_\_\_\_\_

Was birth mother ever married to birth father? If so, were they married to each other on date that child was born? \_\_\_\_\_