

Checklist for Paperchase!

- Copy of marriage license (clear copy)
- Copy of birth certificate for: adoptive mother, adoptive father, children (clear copy)
- Two credit references (originals to Adopt!inc.)
- Three personal references (originals to Adopt!inc.)
- If divorced, copy of divorce decree (clear copy)
- Copy of death certificate (required for any previous marriage ended by death; and child/children)
- If you are not on city utilities, the health department or other viable source must give a statement that your septic system is acceptable. (originals to Adopt!inc.)
- Kentucky State Police background check (www.kentuckystatepolice.org) (If you've lived outside of Kentucky in the past 10 years, a clearance from the other state(s) will also be needed.)
- Federal Bureau of Investigation check
- Child abuse/neglect clearance from any state in which you've lived since age 18. (Children 12 years and over also need a clearance.)
- Medical form completed on: adoptive mother, adoptive father, any children in the home. (The exam itself must be within the past year.)
- Copy of driver's license for each applicant
- Copy of proof of vehicle insurance for each applicant
- Certificate of Vaccinations for all pets and Animal Safety Statement
- A copy of W2 or an employment letter for each applicant
- Copy of 1040 and Kentucky state tax return – top page only (International adoptions only)
- Financial Status form
- Employment Letter – length of employment, income, and on company letterhead (China adoptions only)
- Adopt!inc. Application and Application Fee
- Adoption Services Agreement (Please be sure to read it thoroughly!)
- Self Study (one per applicant; your completed Self Study needs to be received 3 days prior to the second meeting with your adoption worker.)
- A recent photograph of you (a snapshot is fine)
- Survey (for Domestic adoption only)
- U.S. Citizenship and Immigration Services (USCIS) receipt for International Adoption

Please remember to keep copies of everything for yourself!