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## If you are living with a disability

HMCTS has a public sector duty and legal obligation under the Equality Act 2010 to provide reasonable adjustments for people living with disabilities to give them equal access to our services and information.

**If you require a form in an alternative format (including a larger font size, paper or Braille) please contact your local court or tribunal.**

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This will ensure that your request is noted and any subsequent documents in your case can also be supplied in this format.

# Application for an adoption order

## Section 46 Adoption and Children Act 2002

Name of court	
Serial no.	
Date received by the court	
Date issued	
Fee charged/Remission ID	

### Notes to applicants

- Do not use this form if the child you want to adopt is not habitually resident in the British Islands, or if you intend to apply for a Convention adoption order. Instead you should use **Form A60** (Application for an adoption order (excluding a Convention adoption order) where the child has been brought into the UK for the purposes of adoption) or **Form A59** (Application for a Convention adoption order).
- Before filling in this form, please read the guidance notes on completing the form.
- Please complete every Part. If you are not sure of the answer to any question, or you do not think that it applies to you, please say so.
- If there is not enough room on the form for your reply, you may continue on a separate sheet. Please put the child's full name, the number of the Part and the paragraph reference at the head of the continuation sheet.
- Please use black ink when filling in the form.

I/We the undersigned \_\_\_\_\_  
 (and \_\_\_\_\_ )  
 wish to adopt \_\_\_\_\_  
 and give the following details in support of my/our application

◀ See Note 1

### Part 1 About you

#### First applicant

a) Title

- Mr     Mrs     Miss  
 Ms     Other \_\_\_\_\_

b) My name is

First name(s) in full

Last name

#### Second applicant

a) Title

- Mr     Mrs     Miss  
 Ms     Other \_\_\_\_\_

b) My name is

First name(s) in full

Last name

◀ See Note 2

c) My address is (including postcode)

c) My address is (including postcode)

d) My telephone number is

d) My telephone number is

e) My date of birth is

e) My date of birth is

f) My nationality is

f) My nationality is

g) My occupation is

g) My occupation is

See Note 3

h) I am

Male

Female

h) I am

Male

Female

i) My relationship to the child is

i) My relationship to the child is

See Note 4

j) My/Our solicitor in these proceedings is

Name of solicitor	
Name of firm	
Address (including postcode)	

Telephone no.		Fax no.	
DX no.			
E-mail address			
Fee account no.			

**Domicile and habitual residence**

See Note 5

k)  I am/We are/One of us, namely

is domiciled in a part of the British Islands.

**or**

I have/We have both been habitually resident in a part of the British Islands for a period of at least one year, ending with the date of this application.

## Status

If you are applying to adopt as a couple, please go straight to **Part 2 About the child.** Paragraphs (l) to (r) do not apply to you

If you are applying to adopt alone, please tick the box at (l) to (r) below that applies to you. **If you tick (l), (m), (q) or (r) please the give additional information asked for.**

- l)  I am the partner of the child's  
 Father  Mother  
or other parent

If you have ticked box (l), please go straight to Part 2 About the Child. Paragraphs (m) to (r) do not apply to you.

See Note 6

- m)  I am the partner (not the spouse or civil partner) of a person who is not the child's parent and I am applying to adopt alone because:

If you have ticked box (m), please go straight to Part 2 About the Child. Paragraphs (n) to (r) do not apply to you.

See Note 7

(please give reasons below, continuing on a separate sheet if necessary)

- n)  I am not married/I do not have a civil partner  
or

See Note 8

- o)  I am divorced/my civil partnership has been dissolved  
or

See Note 8

- p)  I am a widow/a widower/a surviving civil partner  
or

See Note 8

- q)  I am married/I have a civil partner, and I can satisfy the court that:

See Note 9

- my spouse/civil partner cannot be found

or

- I have separated from my spouse/civil partner, we are living apart and the separation is likely to be permanent

or

- my spouse/civil partner is physically incapable of making an application or lacks capacity (within the meaning of the Mental Capacity Act 2005) to do so

or

- r)  I am applying alone for an adoption order in respect of my own child and I can satisfy the court that

See Note 10

- the other natural parent has died

or

- the other natural parent cannot be found

or

- by virtue of section 28 of the Human Fertilisation and Embryology Act 1990, (disregarding subsections (5A) to (5I) of that section) and sections 34 to 47 of the Human Fertilisation and Embryology Act 2008 (disregarding sections 39, 40 and 46 of that Act) there is no other parent.

or

- the other natural parent's exclusion from this application is justified (please give reasons below)

## Part 2 About the child

a) The child is a

Boy

Girl

b) The child was born on

--	--	--	--	--	--	--	--	--	--

and is the person to whom the attached certified copy of the entry in the Register of Live Births/Register of Adopted Children relates

or To the best of my/our knowledge the child was born on or about

--	--	--	--	--	--	--	--	--	--

in (give place and country of birth)

--

See Note 11

c) The child's nationality is

--

d) I/we confirm that the child is not and has never been married or a civil partner

Yes

No

See Note 12

e) The child has had his/her home with me/us continuously since

--	--	--	--	--	--	--	--	--	--

f) The child was placed with me/us for the purpose of adoption by an adoption agency

Yes (If you ticked this box, please complete paragraphs (g) and (h) and then go straight to paragraph (j). Paragraph (i) does not apply to you.)

No (If you ticked this box, please go straight to paragraph (i). Paragraphs (g) and (h) do not apply to you.)

g) The child was placed with me/us for the purpose of adoption on

--	--	--	--	--	--	--	--	--	--

 by

Name of adoption agency	
Address (including post code)	
Name of your contact in the agency	
Telephone no.	

h)  No other adoption agency has been involved in placing the child

or

The following adoption agency has also been involved in placing the child

Name of adoption agency	
Address (including post code)	
Name of your contact in the agency	
Telephone no.	

- i) I/we have notified in writing my/our local authority of my/our intention to apply for an adoption order (give details)

See Note 13

Name of local authority	
Address (including post code)	
Date notified	
Name of your contact in the local authority	
Telephone no.	

- j)  The following placement order has been made in respect of the child by a court in England and Wales:

See Note 14

Name of court	
Case number	
Type of order	
Date of order	

or

- the following freeing order has been made in respect of the child by a court in England and Wales:

Name of court	
Case number	
Type of order	
Date of order	

or

- the following freeing order has been made in respect of the child by a court in Northern Ireland:

Name of court	
Case number	
Type of order	
Date of order	

or

- the following permanence order including provision for granting authority for the child to be adopted has been made in respect of the child by a court in Scotland:

Name of court	
Case number	
Type of order	
Date of order	

or

- No placement order, freeing order or permanence order has been made in respect of the child

**Care**

k)  No local authority or voluntary organisation has parental responsibility for the child

**or**

The following local authority/voluntary organisation has parental responsibility for the child:

Name of local authority or voluntary organisation	
Address (including post code)	
Name of your contact in the authority/organisation	
Telephone no.	

**Maintenance**

l)  No maintenance order/agreement or award of child support maintenance by the Child Support Agency has been made in respect of the child

◀ See Note 15

**or**

The following maintenance order/agreement/award of child support maintenance has been made

Person liable to pay maintenance	
Address (including post code)	
Court and date of order	
Date of maintenance agreement/child support maintenance award	

**About other orders or proceedings that affect the child**

m)  To the best of my/our knowledge, no proceedings relating to the child (other than any placement order, freeing order, permanence order or any maintenance order as given above) have been completed or commenced in any court

◀ See Note 14

◀ See Note 16

**or**

The following proceedings relating to the child have been completed/commenced (in addition to any placement order, freeing order, permanence order or any maintenance order as given above)

Type of order made (or applied for)	Date of order (or date of next hearing)	Name of court	Case number (or serial number)

**Cases concerning a related child**

n)  To the best of my knowledge, no proceedings relating to a full, half or step brother or sister of the child have been completed or commenced in any court

**or**

The following proceedings relating to a full, half or step brother or sister of the child have been completed/commenced (please give details below and, if you were a party to any proceedings that have been completed, attach a copy of the final order)

Relationship to child (eg. sister, half-brother)	Type of order made (or applied for)	Date of order (or date of next hearing)	Name of court	Case number (or serial number)



### Part 3 About the child's parents or guardian

#### The child's mother

a) The name of the child's mother

First name(s) in full

Last name

b) Her address is (if deceased, please write 'Deceased' in the address box)

c) Her nationality is

d) Occupation is

#### The child's father or other parent

e) What is their relationship to the child?

Father  Other parent

The name of the child's father or other parent

First name(s) in full

Last name

f) Address is (if deceased, please write 'Deceased' in the address box)

g) Nationality is

h) Occupation is

i) Does the father or other parent have parental responsibility for the child?

Yes  No

If No, does the father or other parent intend to apply for an order under section 4(1)(c) or section 4ZA(1)(c) of the Children Act 1989 (a parental responsibility order) or a child arrangements order in respect of the child?

Yes  No

See Note 17

See Note 18

See Note 19

#### The child's guardian

j) The name of the child's guardian is

First name(s) in full

Last name

k) His/Her address is

See Note 20

**Note:** You do not need to complete paragraph (l) if

- the child you are applying to adopt is the subject of a current placement order, the adoption agency has placed the child with you, and no parent/guardian of the child opposes the making of an adoption order;

or

- the child you are applying to adopt is the subject of a current freeing order;

or

- the child you are applying to adopt is the subject of a permanence order

Instead, go straight to Part 4 General. You should give the details of the placement order, freeing order or permanence order in Part 2 About the Child above. Otherwise, please tick the box that applies to your circumstances and give any further information requested.

- l)  The child's parent(s)/guardian(s) has/have consented to the making of an adoption order

or

- The child's parent(s)/guardian(s) gave advance consent to the making of a future adoption order (and has/have not withdrawn that consent) and does/do not oppose the making of an adoption order

or

- The child was placed with me/us for adoption by an adoption agency with the consent of each parent/guardian (and the mother's consent was given when the child was at least 6 weeks old), and no parent/guardian opposes the making of an adoption order

or

- The following parent(s)/guardian(s) of the child has/have not consented to the making of an adoption order: (give name(s) below)

and I/we ask the court to dispense with his/her/their consent on the following grounds: (please tick the grounds that apply)

- he/she/they cannot be found
- he/she/they lack capacity (within the meaning of the Mental Capacity Act 2005) to give consent
- the welfare of the child requires it.

You must attach a brief statement of facts (and two copies of the statement) setting out a summary of the history of the case and any other facts to satisfy the court that the grounds for your request apply.

**IMPORTANT:** The court will send a copy of your statement of facts to each parent or guardian of the child. If you intend to ask the court to keep your identity confidential, you should make sure that the statement of facts does not include any information that could identify you, where you live, or where the child goes to school or nursery.

## Part 4 General

### Child's name on the adoption order

See Note 23

If the adoption order is made, I/We want the child to be known as

First name(s) in full

Last name

### Health reports

See Note 24

Separate reports on my/our health and the health of the child made by a registered medical practitioner on (give date(s))

are attached to this application.

### Declarations

I/We have not received or given payment or reward in respect of the proposed adoption (except as follows:) (give details below)

To the best of my/our knowledge, only the person(s) or organisation(s) named in Part 2 of this application have taken part in the arrangements for the child's adoption.

## Part 5 Statement of truth

Proceedings for contempt of court may be brought against a person who makes or causes to be made, a false statement in a document verified by a statement of truth.

I believe that the facts stated in this application are true.

I believe that the facts stated in this application are true.

### Signature of first applicant

### Signature of second applicant

Print full name

Print full name

Signed

Signed

Date

Date

## If you attend the court for a hearing

If you require an interpreter, you must tell the court now so that one can be arranged.

Please note that in any court proceedings in Wales you have the right to speak Welsh at any court hearing.

Do you or any other party need to use spoken Welsh in the course of the proceedings or require written documentation in Welsh?

Yes  No

If Yes, please give the names of the parties/witnesses/children involved who need to use written or spoken Welsh?

	<input type="checkbox"/> Spoken <input type="checkbox"/> Written <input type="checkbox"/> Both
	<input type="checkbox"/> Spoken <input type="checkbox"/> Written <input type="checkbox"/> Both
	<input type="checkbox"/> Spoken <input type="checkbox"/> Written <input type="checkbox"/> Both
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	<input type="checkbox"/> Spoken <input type="checkbox"/> Written <input type="checkbox"/> Both
	<input type="checkbox"/> Spoken <input type="checkbox"/> Written <input type="checkbox"/> Both

Are there any dates on which you know you will not be able to attend the court, or any particular dates that would especially suit you? If so, please give details below

Unavailable dates	Preferred dates

(Please note that, although the court will try to fit in with your preferences, it may not always be possible to do so)

Do you or any of the parties require the court to appoint an interpreter or arrange any other assistance (e.g. sign language)?

Yes  No

If Yes, who requires the interpreter

applicant  respondent  Other party (please specify)

and please specify the language and dialect required:

If attending the court, do you or any of the parties involved have a disability for which you require special assistance or special facilities?

Yes  No

If Yes, please say what the needs are (please note that the assistance/facilities available at each court may vary, court staff may contact you to discuss your request).

## What to do now

Once you have completed and signed this form, you should take or send the form and **three copies** to the court, together with the court fee and the following documents:

- a certified copy of the full entry in the Register of Live Births that relates to the child or, where the child has been adopted, a certified copy of the entry in the Adopted Children Register;
- if you are asking the court to dispense with the consent of any parent or guardian to the adoption, a brief statement of the facts relied on in support of the request, and **two copies** of the statement;
- a copy of any placement order (England and Wales), freeing order (England and Wales or Northern Ireland) or permanence order (Scotland) relating to the child;
- if you were a party to the proceedings, a copy of any other final order relating to the child that has effect and, if possible, a copy of any maintenance agreement or maintenance award relating to the child;
- if you were a party to the proceedings, a copy of any final order relating to a full, half or step brother or sister of the child that has effect;
- reports by a registered medical practitioner on the health of the child and the applicant(s) covering the matters specified in the Practice Direction 'Reports by a registered medical practitioner (health reports)', and **two copies** of the reports.

**Note:** You do not have to supply health reports if:

- the child was placed with you for adoption by an adoption agency, or
- he/she is your child, or the child of the other applicant, or
- you are applying alone as the partner (including the spouse or civil partner) of the child's mother or father or other parent;
- where a parent of the child has died, a certified copy of the entry in the Register of Deaths;
- if you are submitting evidence of marriage or civil partnership, a certified copy of the entry in the Register of Marriages or the Register of Civil Partnerships;
- where your spouse or civil partner has died, a certified copy of the entry in the Register of Deaths;
- a copy of any decree absolute of divorce or decree of nullity of your marriage;
- in relation to a civil partnership, a copy of any dissolution order or nullity order of your civil partnership;
- any documentary evidence supporting the reasons why you are applying to adopt the child without your spouse or civil partner, such as a decree of judicial separation;
- if your name as entered on the application form is different from the name shown on any evidence of marriage or civil partnership you are sending with your application, any documentary evidence to explain the difference.

**Attach two photocopies of each of the following documents, if available, for each applicant:**

- Photo page of the passport of each applicant
- any Visa, if applicable
- any page showing date of entry stamp by Immigration on the passport, if applicable
- a driving licence with the photo of each applicant

You should normally make your application to the Designated Family Centre for your area. You can find this, and a full list of courts and what type of work they do online at [courtribunalfinder.service.gov.uk](http://courtribunalfinder.service.gov.uk)

You may need to pay a fee with your application. You should read leaflet EX50 Civil and family court fees to find out what fee, if any, you need to pay. This leaflet is available from your local court or online at [hmctsformfinder.justice.gov.uk](http://hmctsformfinder.justice.gov.uk)

If you have little or no savings, are on certain benefits or have a low income, you might be able to get help with your court fee (also known as fee remission). For further information or to apply for help with fees, you can visit [gov.uk/get-help-with-court-fees](http://gov.uk/get-help-with-court-fees). If you do not have access to the internet, you will be able to get a paper form (**EX160 – Apply for help with fees**) from court staff at any family court office.