

UNITED STATES OF AMERICA
STATE OF _____
PARISH/COUNTY OF _____

**VOLUNTARY ADOPTION REGISTRY
FOR THE MATCHING OF PERSONS
AFFECTED BY ADOPTION**

AFFIDAVIT OF ADOPTIVE PARENT(S) OF A MINOR OR DECEASED ADOPTED PERSON

BEFORE ME, the undersigned Notary Public, personally came and appeared

Full Name(s) of Adoptive Parent(s)

Who, after being duly sworn and deposed, did say that: he _____
Full Name of Adoptive Father

is the adoptive father and/or she _____ is the adoptive mother
Full Maiden Name of Adoptive Mother

of _____ who was born on _____ in
Full Name of Adopted Person Month/Day/Year

_____ to _____
City/State Biological Mother, If Known

and _____;
Biological Father, If Known

That the name of the placement agency/attorney handling the adoption was

_____ located in _____, Louisiana;
Placement Agency or Attorney City

That the adopted person was adopted by virtue of a Judgment rendered _____ in
Date

_____ in _____, Louisiana;
Court City

If applicable, the adopted person died on _____; Adopted person's name at time
(Date)
of death was _____;
(Name of Adopted Person at Time of Death)

The adoptive parent(s) desire to be contacted at:

Street, City, State, Zip)

Telephone number (Home) () _____ Work () _____ and Other () _____,

and desire(s) to locate through the Louisiana Voluntary Adoption Registry the biological parent(s) and/or any other biological relative eligible to register of the minor or deceased adopted person.

Witness Signature

Adoptive Mother Signature

Witness Signature

Adoptive Father Signature

SWORN TO AND SUBSCRIBED BEFORE ME, this ___ day of _____, **20** _____, **at**
(Time) (Month) (Year)

NOTARY PUBLIC

FOR OFFICE USE ONLY

Date Received: _____

Affidavit Number: _____

**DEPARTMENT OF CHILDREN AND FAMILY SERVICES
VOLUNTARY ADOPTION REGISTRY
PURSUANT TO LOUISIANA CHILDREN'S CODE HANDBOOK ARTICLES 1270-1278**

NOTE TO NOTARY: This form may be hand or type written. Please affix your notarial seal.

**INSTRUCTIONS TO APPLICANT: Unknown items shall be left blank or completed as Unknown.”
Do not sign except in the presence of a notary.**

ELIGIBLE PERSONS

Eligibility is limited to adoptions that were finalized in Louisiana and to the following persons.

1. The adopted person, if he or she is 18 years of age or older.
2. Any biological sibling, at least 18 years of age, of an adopted person.
3. The biological parent(s) of the adopted person.
4. The parents or siblings of a deceased biological parent.
5. The adoptive parent(s) of a minor or deceased adopted person.
6. Any descendent (or his parents if a minor) of a deceased biological parent or a deceased adopted person.

No registration by an adopted person shall be permitted until all biological siblings who were adopted by the same adoptive parents have reached the age of 18 years.

REGISTRATION – FEES AND PROCEDURES

1. Registration shall be by notarized affidavit submitted to the Department of Children and Family Services at the address below.
2. Parent(s), sibling(s), and descendents (or his parent if a minor) of a deceased biological parent shall provide proof of relationship to the deceased (birth certificates) and proof of death of the deceased (death certificate or obituary).
3. Adoptive parents shall provide proof of relationship to the minor or deceased adopted person (birth certificate or adoption decree) and if applicable, proof of death of the adopted person (death certificate or obituary).
4. A descendent (or his parent if a minor) of a deceased adopted person shall provide proof of relationship to the adopted person (birth certificates) and proof of death of the adopted person (death certificate or obituary).
5. The affidavit must be accompanied by a check or money order payable to the Department of Children and Family Services, (DCFS) in the amount of \$25.00. The affidavit and payment are mailed to:

DEPARTMENT OF CHILDREN AND FAMILY SERVICES
VOLUNTARY ADOPTION REGISTRY
P. O. BOX 3318
BATON ROUGE, LA 70821

THE MATCH PROCESS AND THE MANDATORY COUNSELING REQUIREMENT

The Registry office enters registrant information into a computer database program in the Registry office (not online) which facilitates the match process. If after registration there should be a match, both parties will be required to complete an hour of counseling with one of the following before they will be put into contact with one another: a licensed clinical social worker, a social worker acting in the employ of a licensed adoption agency, a licensed professional counselor, a licensed psychologist, a medical psychologist, a licensed psychiatrist, or a licensed marriage and family therapist.

Upon receipt of the completed counseling forms (CW Form 447-J) from both parties, the Registry office will submit a written letter only to the counselor of the adopted person (or the counselor of the adoptive parent or descendent in the case of a minor or deceased adopted person) providing the identifying contact information of the registered parties. This counselor shall then contact the matched parties in a careful and confidential manner to give them the information to contact each other.

NOTIFICATION OF DEATH

In any case where one or both of the birth parents are deceased, or where the adopted person is deceased and when this fact is known by the Registry, this information shall be disclosed by the Registry to any person who has registered.