

## **Checklist** **Adult Adoptions**

### Filing Fee

Court Costs: \$183.00

### Requirements

Pursuant to Ohio Revised Code 3107.02: An adult may be adopted if he/she:

- is determined to be totally and permanently disabled, or
- is determined to have mental retardation as defined by law, or
- had established a child-foster caregiver, kinship caregiver, or child-stepparent relationship with the Petitioners as a minor, and the adult consents to the adoption, or
- was, at the time of the adult's 18<sup>th</sup> birthday, in the permanent custody of or in a planned permanent living arrangement with a public children services agency or a private child placing agency, and the adult consents to the adoption, or
- is the child of the spouse of the Petitioner, and the adult consents to the adoption

See Ohio Revised Code 3107.04 to determine if the adoption may be filed in Greene County.

**CAUTION:** Per Ohio Revised Code 3107.15, if adoptee intends to keep one natural parent on the birth certificate and add Petitioner, then the Petitioner **must** currently be married to that natural parent. Otherwise, Petitioner will replace all natural parents on the birth certificate.

### The Process

The documents listed below must be prepared by the applicant or his/her attorney, and brought into the court for filing, along with the filing fee. Once the documents have been approved for filing by the court, a hearing will be set, approximately 4 weeks from the date of filing. Per ORC 3107.14, the Adoptee and the Petitioner must be present at the hearing.

**Note:** *On all paperwork you must use full names for everyone (first name, full middle name, and last name)*

***All paperwork must be typed. We will not accept handwritten documents.***

***All filings must be single-sided. We will not accept double-sided originals.***

***Please do not staple original paperwork. We cannot accept filings with staples.***

### Initial filing

- Self-Representation Acknowledgment (GC Form 75.1) *If applicable*
  - This form **must** be filed if applicant is not represented by an attorney.
- Contact Information Form (GC Form 75.3-A)
- Certified copy of adult adoptee's birth certificate
- Petition for Adoption of Adult (Form 19.0)
- Consent to Adoption (Form 18.3)
  - The adult adoptee must sign this Consent form, consenting to the adoption
  - This must be dated within 6 months of the initial filing
- Ohio Dept. of Health Vital Statistics Certificate of Adoption Form
  - This form should be used when the adult adoptee was born in Ohio.
  - If the adult adoptee was born in a different state, it is the Petitioner's responsibility to contact the state in which the adult adoptee was born, and determine whether Vital Statistics in that state will accept this form. If not, it is the Petitioner's responsibility to obtain the necessary forms and complete them. The correct forms must be filed with this initial filing. If this Ohio form is submitted with the initial filing, our Court will assume that the Petitioner has determined it to be acceptable, and we will proceed accordingly.
- Statement of Adopted Persons Form (GC Form 103.1)
- Final Order of Adoption (Form 19.1)
  - On the line where it says "on consideration thereof the Court finds (R.C. 3107.02(B))", one of the following must be typed in:
    - "has established a child-foster caregiver relationship with the Petitioner as a minor"
    - "has established a kinship caregiver relationship with the Petitioner as a minor"
    - "has established a child-stepparent relationship with the Petitioner as a minor"