

	National Authority for Child Care POST LEGAL ADOPTION SERVICES	Doc. Code	NACC-PLAS-F-2022-002
		Revision No.	0

CHECKLIST OF REQUIRED DOCUMENTS

If you are requesting for:

A. Search for Birth parent/s or Relatives

You will need to submit:

1. Post Legal Adoption Services - Client Identification Form
2. Copy of a valid identification card (ID)
3. Copy of Child Study Report or NACC Placement Authority
4. Letter from the adopted person indicating the reason for the search, Interventions/services (e.g. counseling etc.) undertaken to assist the adoptee in his/her interest to search for his/her roots, Assessment of the FAA/counselor on the preparedness of the adoptee to undertake the search.

B. Homeland Visit/ Birth country travel

You will need to submit:

1. Post Legal Adoption Services - Client Identification Form
2. Itinerary of travel
3. Schedule of activities
4. Copy of valid identification card (ID)

C. Request and Retrieval of adoption documents/information *(only the adopted person of legal age and adoptive parents and adopted person's duly authorized representative can request)*

You will need to submit:

1. Post Legal Adoption Services - Client Identification Form (signed)
2. Details of information requested
3. Copy of valid identification card (ID)

D. Amendment of Philippine Birth Certificate

You will need to submit:

1. Post-Legal Adoption Services - Client Identification Form
2. Original Adoption Decree duly apostilled by the Central Authority in the country where the adoption was finalized
3. Photocopy of adoptee's Philippine Birth/Foundling Certificate
4. Copy of adoptee's Child Study Report or NACC Placement Authority
5. US\$150 in the form of check, international money order or bank draft payable to the INTER-COUNTRY ADOPTION BOARD
6. Copy of valid identification card (ID)

CONTROLLED COPY

NACC

DEC 20 2023