



Inter-Country Adoption Board (ICAB) POST LEGAL ADOPTION SERVICES	Doc. Code	ICAB-PLAS-F-2018-002
	Revision No.	2

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 ICAB 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. Reconnect with Peers or Friends from the same Child Caring Agency

You will need to submit:

- 1. Post Legal Adoption Services - Client Identification Form
- 2. Name of adoptee and adoptive parents to be contacted
- 3. Copy of valid identification card (ID)

E. Amendment of Philippine Birth Certificate

You will need to submit:

- 1. Post-Legal Adoption Services - Client Identification Form
- 2. Original Adoption Decree duly authenticated by the Philippine Embassy or Consulate 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 ICAB 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)