

PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE

ADOPTION OF _____
(Name after adoption)

CASE NO. _____

PETITION FOR ADOPTION OF MINOR
[R.C. 3107.05]

The undersigned petitions to adopt _____,
a minor, and to change the name of the minor to _____.

The petitioner states the following: **PETITIONER**

Full Name: _____ Age _____

Full Name: _____ Age _____

Place of Residence: _____
Street Address

City or Village or Township if unincorporated area _____ County _____

Post Office _____ State _____ Zip Code _____ Duration of residence _____

Marital Status: _____ Date and Place of Marriage: _____

Relationship of Minor to Petitioner: _____

The petitioner has facilities and resources suitable to provide for the nurture and care of the minor and it is the desire of the petitioner to establish the relationship of parent and child with the minor.

MINOR TO BE ADOPTED

Birth Name: _____ Date of Birth: _____

Place of Birth: _____ Property and Value: _____

☐ The minor is living in the home of the petitioner, and was placed therein for adoption on the _____ day of _____, _____ by _____

☐ The minor is not living in the home of the petitioner, and resides at _____

☐ The minor will be an adopted person as defined in R.C. 3107.39;

☐ The minor will be an adopted person as defined in R.C. 3107.45;

A certified copy of the birth certificate of the minor is filed with this petition or is not available due to the following:

A Preliminary Estimate Accounting (Form 18.9), if required, is filed with this petition.

CASE NO. _____

- ☐ The minor is in the permanent custody of _____
whose address is _____.
- ☐ The guardian ad litem during the permanent custody proceedings was _____
whose address is _____.
- ☐ The attorney representing the minor during the permanent custody proceedings was _____
whose address is _____.

PERSONS OR AGENCIES WHOSE CONSENT TO THE ADOPTION IS REQUIRED

- ☐ Name: _____ Relationship: _____ Age, if minor _____
Address: _____ ☐ Consent filed
- ☐ Name: _____ Relationship: _____ Age, if minor _____
Address : _____ ☐ Consent filed
- ☐ _____, the agency has permanent custody of the minor
filed under _____, _____ ☐ Consent filed
Court - County Case No.

PERSONS WHOSE CONSENT TO THE ADOPTION IS NOT REQUIRED

- ☐ No person has timely registered pursuant to R.C. 3107.062 as a putative father of the minor born on or after January 1, 1997. Attached is Ohio Department of Human Services Form 1697.

A The consent of _____
Name Address Relationship

B The consent of _____
Name Address Relationship
is/are not required because:

- A B**
- ☐ ☐ The parent has failed without justifiable cause to provide more than de minimis contact with the minor for a period of at least one year immediately preceding the filing of the adoption petition or placement of the minor in the home of the petitioner.
- ☐ ☐ The parent has failed without justifiable cause to provide for the maintenance and support of the minor as required by law or judicial decree for a period of at least one year immediately preceding the filing of the adoption petition or the placement of the minor in the home of the petitioner.
- ☐ ☐ State other grounds under R.C. 3107.07 (includes putative father of the minor born before January 1, 1997.)

CASE NO. _____

Attorney for Petitioner

Petitioner

Typed or Printed Name

Typed or Printed Name

Street Address

Petitioner

City State Zip Code

Typed or Printed Name

Phone Number (include area code)

Street Address

Attorney Registration No. _____

City State Zip Code

Phone Number (include area code)

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION OF _____
(Name after adoption)

CASE NO. _____

NOTICE OF HEARING ON PETITION FOR ADOPTION

Notice shall be served not less than 20 days before the date of the hearing
[R.C. 3107.11]

To: _____
(Give Names and Addresses)

You are hereby notified that on the _____ day of _____, _____, filed in this Court a Petition For Adoption of _____, a minor, whose date of birth is _____, and for change of the name of the minor to _____. This Court, located at the William Howard Taft Center, 230 East Ninth Street, Ninth Floor, Cincinnati, Ohio 45202-2145, will hear the petition on the _____ day of _____, _____ at _____ o'clock _____ M.

It is alleged in the petition, pursuant to R.C. 3107.07, that the consent of _____ is not required due to the following: (Name)

- ☐ That person is a parent who has failed without justifiable cause to provide more than de minimis contact with the minor for a period of at least one year immediately preceding the filing of the adoption petition or placement of the minor in the home of the petitioner.
- ☐ That person is a parent who has failed without justifiable cause to provide for the maintenance and support of the minor as required by law or judicial decree for a period of at least one year immediately preceding the filing of the adoption petition or the placement of the minor in the home of the petitioner.
- ☐ State other grounds under R.C. 3107.07 (includes putative father of the minor born prior to January 1, 1997).

"A FINAL DECREE OF ADOPTION, IF GRANTED, WILL RELIEVE YOU OF ALL PARENTAL RIGHTS AND RESPONSIBILITIES, INCLUDING THE RIGHT TO CONTACT THE MINOR, AND, EXCEPT WITH RESPECT TO A SPOUSE OF THE ADOPTION PETITIONER AND RELATIVES OF THAT SPOUSE, TERMINATE ALL LEGAL RELATIONSHIPS BETWEEN THE MINOR AND YOU AND THE MINOR'S OTHER RELATIVES, SO THAT THE MINOR THEREAFTER IS A STRANGER TO YOU AND THE MINOR'S FORMER RELATIVES FOR ALL PURPOSES. IF YOU WISH TO CONTEST THE ADOPTION, YOU MUST FILE AN OBJECTION TO THE PETITION WITHIN FOURTEEN DAYS AFTER PROOF OF SERVICE OF NOTICE OF THE FILING OF THE PETITION AND OF THE TIME AND PLACE OF HEARING IS GIVEN TO YOU. IF YOU WISH TO CONTEST THE ADOPTION, YOU MUST ALSO APPEAR AT THE HEARING. A FINAL DECREE OF ADOPTION MAY BE ENTERED IF YOU FAIL TO FILE AN OBJECTION TO THE ADOPTION PETITION OR APPEAR AT THE HEARING."

James Cissell, Probate Judge

By: _____
Deputy Clerk

CASE NO. _____

The State of Ohio, Hamilton County Probate Court

I hereby certify that I caused a copy of the within notice to be mailed, by certified mail, to the last known address of

At _____

At _____

James Cissell, Probate Judge

By: _____
Deputy Clerk

RETURN

_____, County, Ohio

Received this writ on the _____ day of _____, _____,
at _____ o'clock _____ M., and on the _____ day of _____,
_____, I served the same by _____ delivering a true copy thereof personally
to _____

FEES

Sheriff

Service and return, 1st name, \$ _____

_____ Additional names, at \$ _____

_____ Miles traveled, at \$ _____

Total \$ _____

Deputy Sheriff

Name

Title

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION OF _____
(Name after adoption)
CASE NO. _____

**JUDGMENT ENTRY
SETTING HEARING AND ORDERING NOTICE
[R.C. 3107.11]**

On the _____ day of _____, _____,

filed a petition to adopt _____
and to change the name of the minor to _____
It is ordered that the Petition For Adoption will be heard on the _____ day of _____,
_____, at _____ o'clock _____ .M., and that notice shall be given as required by
law.

James Cissell, Probate Judge

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION _____

(Name after adoption)

CASE NO. _____

CONSENT TO ADOPTION
[R.C. 3107.06, 3107.08 & 3107.081]

The undersigned _____

[check one of the following seven capacities by which your consent is given]

- ☐ Mother
- ☐ Father
- ☐ Putative father who has registered under R.C. 3107.062 (for a minor born on or after January 1997)
- ☐ Putative father (for a minor born before January 1, 1997)
- ☐ Agency having permanent custody
- ☐ Minor, who is more than twelve years of age (this consent must be executed in the presence of the Court)
- ☐ Other _____

hereby waives notice of the hearing on the Petition For Adoption to be filed in the court, and consents

to the adoption of _____

(Name before adoption)

as proposed in the petition.

The undersigned further states that this consent is voluntarily executed irrespective of disclosure of the name or other identification of the prospective adopting parents.

Sworn to before me and signed in my presence this _____ day of _____, _____.

Person authorized pursuant to R.C. Chapter 3107
to take this acknowledgement

Title

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION _____

(Name after adoption)

CASE NO. _____

CONSENT TO ADOPTION
[R.C. 3107.06, 3107.08 & 3107.081]

The undersigned _____

[check one of the following seven capacities by which your consent is given]

- ☐ Mother
- ☐ Father
- ☐ Putative father who has registered under R.C. 3107.062 (for a minor born on or after January 1997)
- ☐ Putative father (for a minor born before January 1, 1997)
- ☐ Agency having permanent custody
- ☐ Minor, who is more than twelve years of age (this consent must be executed in the presence of the Court)
- ☐ Other _____

hereby waives notice of the hearing on the Petition For Adoption to be filed in the court, and consents

to the adoption of _____

(Name before adoption)

as proposed in the petition.

The undersigned further states that this consent is voluntarily executed irrespective of disclosure of the name or other identification of the prospective adopting parents.

Sworn to before me and signed in my presence this _____ day of _____, _____.

Person authorized pursuant to R.C. Chapter 3107
to take this acknowledgement

Title

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION OF _____
(Name after adoption)
CASE NO. _____

**JUDGMENT ENTRY FINDING CONSENT NOT REQUIRED
[R.C. 3107.07]**

The Court finds all parties properly before the Court by waiver of notice or by proper service and after hearing the testimony of witnesses, and the evidence, finds that the consent of _____ is not required because;

- ☐ That person is a parent who has failed without justifiable cause to provide more than de minimus contact with the minor for a period of at least one year immediately preceding the filing of the adoption petition or placement of the minor in the home of the petitioner.
- ☐ That person is a parent who has failed without justifiable cause to provide for the maintenance and support of the minor as required by law or judicial decree for a period of at least one year immediately preceding the filing of the adoption petition or the placement of the minor in the home of the petitioner.
- ☐ State other grounds under 3107.07 (includes putative father of the minor born prior to January 1, 1997).

It is ordered that the consent of the above-named person is not required.

James Cissell, Probate Judge

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION OF _____
(Name after adoption)
CASE NO. _____

STATEMENT OF ADOPTED PERSON

THE CHILD NAMED IN THIS ADOPTION IS:

- ☐ A minor who became available or potentially available for adoption on or before September 18, 1996 (R.C. 3107.39) and at least one of the biological parent(s) consented to the adoption or a probate court entered a finding the biological parent(s) consent was not necessary.
- ☐ A minor who became available for adoption after September 18, 1996 (R.C. 3107.45)

EXCLUSIONS FOR ODHS DISCLOSURE

- ☐ Foreign adoption finalized in another country and re-finalized in Ohio.
- ☐ Foreign adoption finalized in Ohio only.
- ☐ Step-parent adoption.
- ☐ Involuntary surrender/court commitment
- ☐ Other (please specify) _____

James Cissell, Probate Judge

By: _____
Deputy Clerk

PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE

ADOPTION OF _____
(Name after adoption)

CASE NO. _____

FINAL DECREE OF ADOPTION
(After Interlocutory Order)
[R.C. 3107.14]

The Court finds that the minor has now lived in the home of the petitioner, _____
_____ for at least six
months from the date of the Interlocutory Order; that a further report of the assessor has been
filed and is approved; that the adoption is in the best interest of the minor being adopted; that
the accountings, as required, have been filed, reviewed and approved; and that the minor is
an adopted person as defined in Section ☐ 3107.39 or ☐ 3107.45 of the Revised Code.

It is therefore ordered that the Petition for Adoption is granted, and that the name of
the minor is changed to _____.

Date

James Cissell, Probate Judge

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION OF _____
(Name after adoption)
CASE NO. _____

**INTERLOCUTORY ORDER OF ADOPTION
[R.C. 3107.14]**

This day this matter came on to be heard on the petition of _____
_____ for the adoption and change of name of the
minor being adopted.

The Court finds that notice has been given to all parties in interest; that all consents have been filed herein or have been found not required; that the allegations in the petition are true; that the minor has been lawfully placed in the home of the petitioner; that the minor has resided for a period of _____ in the home of the petitioner in accordance with the laws relating to the placement of children; that the best interests of the minor will be promoted by the adoption and that the accountings, as required, have been filed, reviewed and approved.

It is therefore ordered that an Interlocutory Order of Adoption is granted, and this cause is continued until the minor has lived in the home of the petitioner for at least six months from the date of this Order.

It is further ordered that the assessor shall make and file a further assessment on or before _____.

Date

James Cissell, Probate Judge

PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE

ADOPTION OF _____
(Name after adoption)
CASE NO. _____

FINAL DECREE OF ADOPTION
(Without Interlocutory Order)
[R. C. 3107.13, 3107.14 & 3107.19]

This day this matter came on to be heard on the petition of _____
_____ for the adoption and change of
name of the minor being adopted.

The Court finds that notice has been given to all parties; that all consents have been filed or have been found not required; that the allegations in the petition are true; that the minor has been lawfully placed in the home of the petitioner; that the minor has lived in the home of the petitioner for six months as required by law; that a report of the assessor has been filed and is approved; that the adoption is in the best interest of the minor being adopted; that the accountings, as required, have been filed, reviewed and approved, and that the minor is an adopted person as defined in Section ☐ 3107.39 or ☐ 3107.45 of the Revised Code.

It is therefore ordered that the Petition for Adoption is granted, and that the name of the minor is changed to _____

Date

James Cissell, Probate Judge

PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE

ADOPTION OF _____
(Name after adoption)

CASE NO. _____

AFFIDAVIT

(R.C. 3127.23)

State of Ohio, County of _____ S.S.

Upon being duly sworn, _____ does hereby
state the following: (Name)

1. The child(ren) involved is/are _____

2. The child(ren)'s present address is/are _____

3. The places where the child(ren) has/have lived the last five years are _____

4. The names and present addresses of the persons with whom the child(ren) has/have lived during that period is/are _____

5. I have/have not participated as a party, witness, or in any other capacity or any other litigation concerning the allocation of parental rights and responsibilities of the same child(ren) or that otherwise concerned the custody in this or any other State.

6. I have/have no information of any parenting proceeding concerning the child(ren) pending in a court of this or any other State.

7. I know/do not know person(s) not a party to the proceeding concerning the child(ren) or claims to be a parent of the child(ren) who is designated the residential parent and legal custodian of the child(ren) or to have visitation rights with respect to the child(ren) or any person other than a parent of the child(ren) who has custody or visitation rights with respect to the child(ren).

8. I have/have not been convicted of or pleaded guilty to any criminal offense involving any act that resulted in a child being abused or neglected nor have I been the perpetrator of the abusive or neglectful act that was the basis of an adjudication that a child is an abused or neglected child.

If your declarations in statements 5 through 8 are in the affirmative, state the case name(s), case number(s), date(s) and nature of the cases(s) _____

Sworn to before me and subscribed in my presence this _____ day of _____, _____.

Notary Public

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION OF _____

(Name after adoption)

CASE NO. _____

ADOPTION CERTIFICATE FOR PARENTS

This is to certify, that in an action pending in this Court, on a petition filed by _____

to adopt _____

a minor, satisfactory evidence was submitted to prove, and the Court found, that the minor
was born on the _____ day of _____, at _____

and that all necessary proceedings relative to an adoption were complied with; and the Court
on the _____ day of _____, decreed that the minor is legally adopted
by _____

and the minor's name is changed to _____

in the records of the Court.

WITNESS my signature and seal of said Court,

this _____ day of _____, _____.

James Cissell, Probate Judge

By: _____
Deputy Clerk

PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE

ADOPTION OF _____
(Name after adoption)

CASE NO. _____

PETITIONER'S ACCOUNT
(R.C. 3107.10)

☐ **PRELIMINARY ESTIMATE ACCOUNTING**
(To be filed not later than date petition filed)

☐ **FINAL ACCOUNTING**
(To be filed not later than 10 days
prior to date of final hearing)

This accounting specifies all disbursements of anything of value the petitioner, a person on the petitioner's behalf, and the agency or attorney made and have agreed to make in connection with the minor's permanent surrender under division (B) of Section 5103.15 of the Revised Code, placement under Section 5103.16 of the Revised Code, and adoption under Chapter 3107. (Attach extra sheets if necessary)

DATE	NAME AND ADDRESS	DISBURSEMENTS MADE OR AGREED TO BE MADE	COSTS
	PHYSICIAN		
	HOSPITAL/MEDICAL FACILITY		
	ATTORNEY		
	ACTUAL COST TO THE ATTORNEY		
	AGENCY		
	ACTUAL COST TO THE AGENCY		
	MAINTENANCE AND MEDICAL CARE REQUIRED UNDER R.C. 5103.15		
	FOSTER CARE		
	GUARDIAN AD LITEM		
	COURT COSTS		
	ALL OTHER DISBURSEMENTS		
	TOTAL		

CASE NO. _____

[Reverse of Form 18.9]

CERTIFICATION OF PETITIONER'S ACCOUNT

The undersigned certifies this _____ day of _____, _____, that this accounting is true and accurate.

Attorney or Agency

Typed or Printed Name

Address

City State

Telephone Number (include area code)

The petitioner has reviewed this accounting and attests to its accuracy this ____ day of _____, _____.

Petitioner

Petitioner

ORDER APPROVING PETITIONER'S ACCOUNT

The Petitioner's Account filed in accordance with R.C. 3107.10 is hereby approved.

James Cissell, Probate Judge

PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE

ADOPTION OF _____
(Name after adoption)

CASE NO. _____

PETITIONER'S ACCOUNT
(R.C. 3107.10)

☐ **PRELIMINARY ESTIMATE ACCOUNTING**
(To be filed not later than date petition filed)

☐ **FINAL ACCOUNTING**
(To be filed not later than 10 days
prior to date of final hearing)

This accounting specifies all disbursements of anything of value the petitioner, a person on the petitioner's behalf, and the agency or attorney made and have agreed to make in connection with the minor's permanent surrender under division (B) of Section 5103.15 of the Revised Code, placement under Section 5103.16 of the Revised Code, and adoption under Chapter 3107. (Attach extra sheets if necessary)

DATE	NAME AND ADDRESS	DISBURSEMENTS MADE OR AGREED TO BE MADE	COSTS
	PHYSICIAN		
	HOSPITAL/MEDICAL FACILITY		
	ATTORNEY		
	ACTUAL COST TO THE ATTORNEY		
	AGENCY		
	ACTUAL COST TO THE AGENCY		
	MAINTENANCE AND MEDICAL CARE REQUIRED UNDER R.C. 5103.15		
	FOSTER CARE		
	GUARDIAN AD LITEM		
	COURT COSTS		
	ALL OTHER DISBURSEMENTS		
	TOTAL		

CASE NO. _____

[Reverse of Form 18.9]

CERTIFICATION OF PETITIONER'S ACCOUNT

The undersigned certifies this _____ day of _____, _____, that this accounting is true and accurate.

Attorney or Agency

Typed or Printed Name

Address

City State

Telephone Number (include area code)

The petitioner has reviewed this accounting and attests to its accuracy this ____ day of _____, _____.

Petitioner

Petitioner

ORDER APPROVING PETITIONER'S ACCOUNT

The Petitioner's Account filed in accordance with R.C. 3107.10 is hereby approved.

James Cissell, Probate Judge

**PROBATE COURT OF HAMILTON COUNTY, OHIO
JAMES CISSELL, JUDGE**

ADOPTION OF _____
(Name after adoption)
CASE NO. _____

DECISION OF MAGISTRATE

TO THE HONORABLE JAMES CISSELL, JUDGE OF THE HAMILTON COUNTY PROBATE COURT:

Pursuant to a prior order filed in Administrative Docket 91008, directing a reference to me to hear and determine according to law matters pertaining to adoptions, I proceeded to hear and examine the evidence in the captioned matter, and respectfully submit the following decision.

This matter came on for hearing on the _____ day of _____, _____, on the Petition for Adoption and change of name of _____, at which time I proceeded to examine the petitioner(s) _____

the report of investigation, and the entire record; and being fully advised in the premises, I find that lawful notice of the time and place of this hearing has been given to all persons entitled to notice or that notice has been duly waived.

I further find that the evidence supports all of the relevant allegations of the petition and that the petitioner(s), _____ is (are) suitable and qualified to care for and rear the child(ren) and that the best interests of the child(ren) will be served by the adoption.

Respectfully submitted,

Magistrate

INFORMATION PROVIDED ON THIS FORM IS
TO BE USED TO ESTABLISH A NEW CERTIFICATE
OF BIRTH FOR THE ADOPTED CHILD.

Ohio Department of Health
VITAL STATISTICS
CERTIFICATE OF ADOPTION

State Use Only

Original SFN _____
Amended SFN _____
Envelope # _____
AFS # _____

CHILD'S PERSONAL DATA

1 Name of Child **BEFORE** Adoption 2 Date of Birth (Month, Day, Year) 3 Sex 4 Place of Birth (City, County, State or Foreign Country)

Child's Name After Adoption

First Name

Middle Name

Last Name

ADOPTIVE PARENT(S)' PERSONAL DATA

The following information provided below will be used to create the new birth record. List information as it existed on child's date of birth.

Father – Check One

☐ Natural

☐ Adoptive

Mother – Check One

☐ Natural

☐ Adoptive

Father's First Name

Mother's Current First Name

Father's Middle Name

Mother's Current Middle Name

Father's Last Name

Mother's Current Last Name

Date of Birth (Month, Day, Year)

Mother's Maiden Name (Last Name Prior to First Marriage)

Birth Place (State or Foreign Country)

Date of Birth (Month, Day, Year)

Birth Place (State or Foreign Country)

Parent(s) Residence at Time of Child's Birth (Number and Street)

City

County

State

Zip Code

Inside City Limits (Yes or No)

Other Required Information (From the Original Birth Certificate)

Attendant's Name (M.D, D.O, C.N.M, Other Midwife)

Foreign Adoptions Only(Information from Original Birth Record)

Time of Birth

Mailing Address (Number, Street, City, County, State, Zip Code)

Hospital/Birthing Facility

Registrar's Name

Registrar's Name & Date Filed by Registrar (Month, Day, Year)

Date Filed by Registrar (Month, Day, Year)

Attendant's Name (M.D, D.O, C.N.M, Other Midwife) & Date Signed

Parent(s) Current Mailing Address

Street

City or Village

State

Zip Code

Attorney's Name and Address

Street

City or Village

State

Zip Code

Certification

Probate Court, _____ County, Ohio

I hereby certify that the child named above was adopted on _____ (Date)

by _____ (Name(s) of Petitioner(s))

as set forth in the final decree of adoption, Case No., _____

Date _____

Probate Judge _____

Deputy Clerk _____