

Adoption Processing and Certificate Application

- Complete this form and mail along with the required identification and a certified check or money order for \$39 (adoption processing fee + fee for one copy of the new certificate) payable to N.C. Vital Records.
- **Personal checks and cash are not accepted.**
- If the applicant requires more than one copy of the modified certificate, the applicant must order additional copies at <https://vitalrecords.nc.gov/order.htm>.
- North Carolina General Statute 130A-93(i) requires a fee of \$24.00 for issuing any copy of a vital record or for conducting a search of the files when no copy is made. North Carolina Administrative Code 10A 41H .0704 requires a processing fee of \$15.00 to process an adoption.

PART I – INFORMATION TO LOCATE RECORD

Adoptee Name _____
First Middle Last

_____ *Date of Birth* _____ *County of Birth*

Father/Parent _____
First Middle Last If applies, Last Name Prior to First Marriage

Mother/Parent _____
First Middle Last If applies, Last Name Prior to First Marriage

PART II – STATEMENT OF ATTESTATION

I do solemnly swear that I have personal knowledge of the correctness of the statements made in this application and the evidence supplied, and acknowledge understanding of North Carolina General Statute 130A-93(i) and North Carolina Administrative Code 10A 41H .0704

Applicant 1 Name (Print) Applicant 1 Signature Date

Applicant 2 Name (Print) Applicant 2 Signature Date

Street Address or Post Office Box City State ZIP code

E-mail Address (Area Code) Telephone Number