



**Friday's Child Adoption Services, Inc.**  
*A Virginia Licensed Child Placing Agency*

Welcome to Friday's Child Adoption Services, Inc. We look forward to working with you during the adoption process. Below are the forms and supporting documents we will need to complete your Home Study.

**Documents you will need to submit:**

- Application (with photographs)
- Signed Menu of Services and Fees
- Confidentiality Statement
- Signed Corporal Punishment Prohibition document
- Sworn Disclosure Statements (one for each family member over age 14)
- Child Protective Service Clearance (for each family member over age 14).
- FBI Fingerprint Clearance (for each family member over age 18).
- Autobiographical Statements (one for each parent)
- Three Letters of Reference (non-relatives)
- Proof of Pre-Adoption Training
- Our completed Medical Examination Reports for Each Member of the Household
- TB Screenings
- Copy of Guardianship Plans or Wills
- Employment Verification (one for each parent)
- Proof of Home Ownership
- Copy of Birth Certificates for Each Member of the Household
- Copy of Any Death Certificate (if applicable)
- Copy of Marriage Certificate
- Copy of Any Divorces
- Health Insurance Policy/Card
- Life Insurance Policy (if applicable)
- Proof of Auto Insurance
- Driving Record (for each parent)
- Emergency Preparedness Plan
- Net Worth Statement
- Income Tax Returns (First 2 Pages of the Last 2 years)
- Pet Immunization Record
- Passports (for international adoptions only)