



# DOCUMENT CHECKLIST

## PART 2 - ADOPTEE'S APPLICATION

Send the following documents with your application and check  each box when they are enclosed.  
**Failure to provide the necessary documents will result in delays in the processing of your application.**

Form		
1	PART 2 - Adoptee's Application (CIT 0012) - completed, dated and signed	<input type="checkbox"/>

Documents	Format	
2	Two (2) pieces of the adopted person's personal identification	Clear and legible certified true copies <input type="checkbox"/>
3	<p><b>One (1)</b> of the following supporting documents:</p> <ul style="list-style-type: none"> <li>• Adoption Order OR</li> <li>• Adoption Judgment OR</li> <li>• Adoption Certificate</li> </ul> <p>For Quebec adoptions, if the adoption has been finalized by the Quebec Court, <b>one (1)</b> of the following documents:</p> <ul style="list-style-type: none"> <li>• Jugement d'adoption OR</li> <li>• Jugement sur requête en adoption OR</li> <li>• Reconnaissance de jugement d'adoption OR</li> <li>• Certificat d'inscription d'adoption OR</li> <li>• Attestation d'adoption OR</li> <li>• Lettre d'attestation d'adoption</li> </ul> <p><b>Note: The document must show the adopted person's name, the date of birth, the place of birth and the names of the adoptive parents</b></p>	Clear and legible certified true copy <input type="checkbox"/>
4	<p>All of the following supporting documents (if available and applicable to the adopted person)</p> <ul style="list-style-type: none"> <li>• Birth certificate showing the names of the biological parents</li> <li>• For orphaned children: death certificate of parents (certified authentic by the appropriate local government authority)</li> </ul>	Clear and legible certified true copy <input type="checkbox"/> <input type="checkbox"/>

Photo		
5	<p>Two (2) citizenship photos. See the <a href="#">Citizenship Photograph Specifications</a> page.</p> <ul style="list-style-type: none"> <li>• The first photo must be sent with the Adoptee's Application (CIT 0012) form (put the photo in a small envelope).</li> <li>• The second photo must be sent with the Canadian Citizenship Certificate Preparation Form (CIT 0480) that you received with the decision letter from the Case Processing Centre in Sydney.</li> </ul>	<input type="checkbox"/>

Other		
6	<p>Translations for any submitted documents that are not in English or French. Translations must include:</p> <ul style="list-style-type: none"> <li>• a translation, and</li> <li>• an affidavit</li> </ul>	<input type="checkbox"/> <input type="checkbox"/>
7	This document checklist	<input type="checkbox"/>

8	<b>You have addressed the envelope with sufficient postage to:</b> <b>The address as indicated in the decision letter you received after the assessment of Part 1 from the Case Processing Center</b>	<input type="checkbox"/>
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