

## Part 2 The application

I apply for a copy of the following documents:

- ☐ The application form for an adoption order (this will not include the documents attached to that form)
- ☐ The adoption order or any other order relating to the adoption proceedings
- ☐ Order(s) allowing any person contact with the child after the adoption order was made
- ☐ Any transcript or written reasons of the court's decision
- ☐ A report made to the court by:
  - ☐ a children's guardian, reporting officer or children and family reporter
  - ☐ a local authority
  - ☐ an adoption agency

## Part 3 Signature of applicant

I certify that I am the person to whom the attached certified copy of the entry in the Adopted Children Register relates.

Print full name

Signed  Date

### To be completed by the court

Proof of Identity

Seen by  
(court officer)

### Guidance Notes: Application for information from court records

You should attach a full certified copy of the entry in the Register of Adopted Children which relates to you.

When you have completed the form you should take it in person to the court which made the adoption order along with evidence of your identity showing a photograph and signature, such as a passport or driving licence.

The court will check the evidence of your identity, make a note of it on the application form and return it to you.

### What happens next

The court will locate the court records relevant to your application and send copies of the documents you have requested to your home address. The court may edit the documents before they are sent to you.