

# Application for adoption information: Adopted person (adult)

Adoption Act 2009 (sections 254 and 263)

Adoption Regulation 2020

## The purpose of the form

This form is for use by an adult, who was adopted in Queensland, to apply for information about the adopted person's identity and his or her birth parent/s identity before the adoption.

As an adopted person, you may be provided with the available adoption information including:

- your name before the adoption
- prescribed documents relating to your adoption, including a copy of your adoption order and consent form
- the names of your birth parent/s at the time of your adoption
- your birth parent/s date of birth
- if applicable, the name and date of birth of any other adopted person who is an adult who has at least one birth parent in common with you (your birth sibling).

If your birth parent/s or birth sibling/s (who was also adopted) has provided written consent, you may also be provided with their current name and last known contact details as provided to Adoption Services.

If your birth parent/s or birth sibling/s (who was also adopted) has a contact statement in place requesting no contact, an Adoption Officer will make contact with you on the phone number you provide in this form. You will be notified of the contents of the contact statement and any explanation (if provided) given by your birth parent/s or birth sibling/s (who was also adopted) before receiving the adoption information.

You may also be provided with further information and offered support to assist you to understand the reasons why your birth parent/s or birth sibling/s (who was also adopted) does not wish to be contacted or in relation to any other relevant issues.

## Proof of identity

You are required to provide the original or a certified copy of two documents to prove your identity, for example: a drivers licence, passport, birth certificate, pension card, credit card, Medicare card or student card. The full list of identification documents that may be accepted is available on page five of this form. Both documents must be in your current name and, between them, contain your date of birth and signature.

If your name has changed since the time of your adoption, please provide evidence of this in addition to the two forms of identification as mentioned above; such as a marriage certificate or deed poll certificate.

Please sign this form in the presence of a witness. An appropriate witness cannot be a relative and includes:

- An officer of the Department of Child Safety, Youth and Women
- A lawyer or notary public
- A Justice of the Peace or Commissioner for Declarations
- A Police Officer
- A medical practitioner

Information to assist you to locate a Justice of the Peace is available at: <http://www.justice.qld.gov.au>

The full list of identification documents that may be accepted is available on the on the Queensland Government website: <http://www.qld.gov.au/community/caring-child/how-request-adoption-information/>

**Tick all boxes where required and print clearly using BLOCK LETTERS.**

**You may attach additional pages if you wish to provide further information.**



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**Please return completed form to:**

**by mail to:**

Adoption Services  
Department of Child Safety, Youth  
and Women  
Locked Bag 3405  
Brisbane QLD 4001

**Assistance in completing this  
form is available from:**

Adoption Services  
Telephone: **3097 5100** or  
**1800 647 983** (free call within  
Queensland)

Post Adoption Support Queensland  
Telephone: **1300 914 819**

**Part A – Adult adopted person**

Preferred title (for example, Mr, Mrs, Ms, Dr)			
Current Surname			
Current given name/s			
Previous names (Please attach evidence such as a copy of a marriage certificate)			
Date of birth		Gender	
Residential address	Number and street address: ..... ..... State/Territory:.....Postcode:.....		
Postal address	<input type="checkbox"/> As above Number and street address / PO Box: .....Suburb: ..... State/Territory:.....Postcode:.....		
Telephone numbers  Please mark with an * which is your preferred contact number	Home: ..... Mobile: ..... Work: .....		
Email Address (if applicable)			
Your adoptive parent one	Full name:	Date of birth: / /	
Your adoptive parent two	Full name:	Date of birth: / /	

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Are you of Aboriginal or  
Torres Strait Islander  
descent?

Yes, Aboriginal

Yes, Aboriginal and Torres Strait Islander

Yes, Torres Strait Islander

No

Unknown

### Part B – Release of information

**Complete this section to indicate whether you agree to your current name and details being given to an eligible person who applies for information about you**

Although you are completing this form to apply for your adoption information, you may wish to take this opportunity to provide consent to your current name and contact details (as provided on this form), being given to an eligible relative if they apply to Adoption Services for information about you.

If your birth parent/s, birth relative/s or birth sibling/s (who was also adopted) makes an application for information about you, they will be provided with your name (as it was at the time of the adoption) and your date of birth. Birth parent/s will also receive the names of your adoptive parents.

With your consent, your birth parent/s, birth relative/s or birth sibling/s (who was also adopted) can also be provided with your current name and contact details (as provided on this form).

**Consent to the release of my current name and details to an eligible birth relative/s – please tick to indicate:**

Yes – I consent to my current name and \*postal address and/or \*residential address and/or \*email address and/or \*telephone number (**\*please circle one or all**) being given to my birth parent/s, birth relative/s, or birth sibling/s (who was also adopted) if they apply for information about me.

**OR**

No – I do not consent to my current name or details being given to my birth parent/s, birth relative/s, or birth sibling/s (who was also adopted) if they apply for information about me.

### Pre-adoption sibling

A pre-adoption sibling is a person who would have been your brother or sister if your adoption had not happened and is not an adopted person themselves. If you have a birth sibling/s who was adopted, they are automatically entitled to receive information about you.

However, information about you can only be provided to a pre-adoption sibling/s who applies for information about you **IF** you provide your written consent (unless they apply as a relative of a deceased or incapacitated birth parent).

If you do not provide written consent, no information about you will be given to a person who applies as for adoption information as your pre-adoption sibling.

No – I do not consent to any information about me being given to my pre-adoption sibling/s.

Yes – I consent to my pre-adoption sibling/s being given my name as it was at the time of the adoption, my date of birth and prescribed documents relating to my adoption (including a copy of the adoption order).

### AND (optional)

I also consent to my pre-adoption sibling/s being given my current name and \*postal address and/or \*residential address and/or \*email address and/or \*telephone number (**\*please circle one or all**) if they apply for information about me.

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### Part C - Proof of identity and declaration

I have enclosed a certified copy of two proof of identification documents in my current name with this application

Identification Document 1

Identification Document 2

I  (print full name)

hereby make an application for adoption information and declare that all the information provided in this application is true and correct to the best of my knowledge.

**MUST BE SIGNED AND DATED IN THE PRESENCE OF THE WITNESS**

Applicant's Signature			
Date		Place/city town	

**Note:** It is an offence under the *Adoption Act 2009* for any person to knowingly provide false or misleading information.

### Certificate of witness

Witness's full name			
Qualification	<input type="checkbox"/> Justice of the Peace <input type="checkbox"/> Commissioner for Declarations <input type="checkbox"/> An Officer of the Department of Child Safety, Youth and Women	<input type="checkbox"/> Lawyer <input type="checkbox"/> Police Officer	<input type="checkbox"/> Doctor
Registered number		Phone number	
Address			

The applicant showed me two documents that provide proof of his or her identity and this application was signed by the applicant in my presence on:

Date  /  /  at place   
(insert suburb and State)

Witness signature

## **LIST OF RELEVANT IDENTITY DOCUMENTS**

### **Schedule 1 Relevant identity documents**

- a birth certificate
- a citizenship certificate
- an Australian passport that is current or has been expired for less than two years
- a current overseas passport
- a current drivers licence containing the person's photograph
- a current photo identification card under the Photo Identification Card Act 2008 (including a current adult proof of age card that continues in force under that Act as a photoidentification card) or a corresponding card under the law of another jurisdiction
- a current document evidencing the person's residency or visa status
- a current Medicare card, pensioner concession card, health care card or another identification card issued by the Australian government as evidence of a person's entitlement to a benefit
- a current positive notice blue card issued under the *Working with Children (Risk Management and Screening) Act 2000*
- a telephone, gas or electricity account (not more than one year old)
- a current credit card, debit card or other account card from a financial institution (which includes an embossed name and signature)
- a passbook or statement of account from a financial institution (which is not more than one year old)
- a notice of rates from a local government (that is not more than one year old)
- a current student identity card containing the person's photograph or signature issued by a school or another educational institution
- a Queensland Government employee identity card (which contain the person's photograph)
- an Australian State police officer, Federal police officer or Australian Defence Force identity card containing the person's photograph
- a current crowd controller's licence, private investigator's licence or security officer's licence issued under the *Security Providers Act 1993*
- a current licence issued under the *Weapons Act 1990*.

The two forms of certified identification documents that you provide with your application must be in your current name and, between them, contain your date of birth and signature.

#### **Privacy Notice**

The *Adoption Act 2009* authorises the Department Child Safety, Youth and Women to collect the information on this form for the purposes of assessing your application for adoption information, and where applicable, the provision of the relevant identifying and non-identifying information. The Department of Child Safety, Youth and Women may provide some or all of this information to the Queensland Registrar, Registry of Births, Deaths and Marriages and/or to a relevant tribunal or court or person as authorised under the Act. All information obtained in the process of assessing your application for adoption information, and where applicable, the provision of the relevant identifying and non-identifying information will be managed in accordance with the Information Privacy Principles described in the *Information Privacy Act 2009*.