

## RUSSIAN DOCUMENT AUTHENTICATION LIST

Doc #	Document Name	# of Doc Req'd	Notarize	Certify	Apostille	Special Instructions
1	Marriage License/Birth Certificate (if single) *See Special Instructions	3	--	3	3	Obtained from State where married/born. Apostilled in the State that the document originated. If single, you will also provide a Letter of Guardianship from relative in your age bracket; notarize, certify and apostille, SAMPLE provided.
2	Financial Statement for Adoptive Applicant	3	3	3	3	Neatly handwritten /typed on forms provided, see SAMPLE *Assets must be at least 75K-100K greater than liabilities.
3	Home Study	3	3	3	3	Must be from licensed agency, SAMPLE in Home Study Section
4	Agency License (photocopy)	3	3	3	3	Notarized as a True and Exact Copy of the original.
5	Consent and Approval Form	3	3	3	3	Must be completed by social worker/assessor on agency letterhead, SAMPLE provided.
6	Color Photos of Adoptive Family and their Home	6	3	3	3	Color photos must be collaged on 8 x 11 paper. <b>Please no more than 5 pages.</b> Social worker/assessor must attest by signature that the pictures are an accurate representation of the family's home.
7	Agency Authorization Letter	3	3	3	3	This letter <b>must state</b> that your Home Study agency is authorized and will provide Home Study and Post Placement visits. This letter must be provided by your State Licensing Authority and submitted on their letterhead.
8	Agency Obligation to Provide Post Placement	3	3	3	3	Must be completed by Home Study Agency Director on agency letterhead. SAMPLE provided.
9	Social Worker License (photocopy)	3	3	3	3	Requirements vary by state. Please contact your consultant for instructions.
10	Local Police Clearance	3 Per Parent	3	3	3	Must be on police department letterhead, SAMPLE provided.
11	FBI Clearances	3 Per Household Member	3	3	3	1 ORIGINAL (EACH); 2 TRUE AND EXACT COPIES (EACH). Instructions on how to obtain included
12	Employment Letter	3 Per Parent	3	3	3	Must be on letterhead, cannot be signed by applicant(s), SAMPLE provided.
13	Color Passport Copies (and green card if applicable)  <b>Please see specific instructions →</b>	3 Per Parent	3	3	3	<b>1 copy per page</b> Please Call for Notary Instructions <b>-- YOU MUST HAVE AT LEAST 2 YEARS LEFT BEFORE EXPIRATION OF YOUR PASSPORT AFTER YOU SIGN WITH EAC OR YOUR PASSPORT MUST BE RENEWED</b> <b>-- PLEASE BE AWARE THAT YOUR PASSPORT NUMBER MUST MATCH YOUR DOSSIER DOCUMENTS</b> <b>-- YOU MUST HAVE AT LEAST FOUR EMPTY PAGES NOT INCLUDING THE LAST THREE PAGES (SEE REGISTRATION CHECKLIST – PG 6)</b>
14	Copy of Deed/Lease	3	-	3	3	County Certified
15	Power of Attorney / A & B	6	6	6	6	MUST BE TYPED. Grant to line is left blank, SAMPLE provided. <b>Original can be found on our website.</b>
16	Power of Attorney / "•"	6	6	6	6	MUST BE TYPED. Grant to line is left blank, SAMPLE provided. <b>Original can be found on our website.</b>
17	Statement of Living Conditions *Renters, see Special Instructions	3	3	3	3	MUST BE TYPED, SAMPLE provided. <b>Original can be found on our website.</b> If renting, a letter is needed from rental agency that states they will renew lease after adoption is completed.
18	Promise to Register with Consulate	6	6	6	6	MUST BE TYPED, SAMPLE provided. <b>Original can be found on our website.</b>
19	Promise to Comply with Post Placement	6	6	6	6	MUST BE TYPED, SAMPLE provided. <b>Original can be found on our website.</b>
20	Parental Post Placement and Consulate Registration Obligation	6	6	6	6	MUST BE TYPED, SAMPLE provided. <b>Original can be found on our website.</b>
21	Wait List Documents	See Instructions	*	*	*	Consultant will Email around last Home Study Visit
22	Copy of I-171-H – Notice of Favorable Determination	3	3	3	3	Please Call for Notary Instructions
	Adoption Checklist for Parents and Consultants Prior to Referral	1	-	-	-	Only 1 notarized copy to be submitted with your dossier. Keep a copy for yourself. <b>Original can be found on our website.</b>
	Single Parent Home Study Addendum					Speak with consultant regarding additional documents needed