



MICHAEL N. ERTOLA
Chief Probation Officer

NEVADA COUNTY

PROBATION DEPARTMENT

JUVENILE UNIT

Address: 109-½ North Pine Street
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STEPPARENT ADOPTION APPLICATION

Following the filing of an adoption petition in Superior Court, an "Adoption Request" is referred to the Probation Department for investigation and preparation of a Probation Officer's Stepparent Adoption Report.

There is a pre-processing, non-refundable, fee of \$260.00, for preparation of a Stepparent Adoption Report. This fee is payable at the Nevada County Collection Division located at the Courthouse, 201 Church Street, Nevada City, CA. Once the fee has been paid and the Probation Department has received a receipt, provided by you, your completed and returned Stepparent Adoption Application will be formally processed.

You will be contacted to arrange a date and time to meet with a probation officer. Following the interview and preparation of the report, the petitioner (or the petitioner's attorney) will be provided a filed copy of the Probation Officer's Stepparent Adoption Report. Upon receipt of the report, you may calendar the matter in Superior Court. **Please do not calendar the adoption proceedings prior to receipt of the probation officer's report.**

Please note: Effective March 1, 2007, the Nevada County Collection Department will begin charging a \$35.00 Administrative Fee, which is in addition to the pre-application, non-refundable \$260.00 fee for each Stepparent Adoption Application.



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LIST OF MATERIALS REQUIRED FOR STEPPARENT ADOPTIONS

Where applicable, the following is a list of materials required by the Probation Officer prior to investigation in stepparent adoption matters:

1. Endorsed filed copy of the Petition to Adopt.
2. Address and telephone number of Petitioner.
3. Original, certified copies, or certified photocopies of:
 - A. Birth Certificate of child or children to be adopted. (Hospital certificates are NOT acceptable.)
 - B. Marriage Certificate of the adopting stepparent and the parent of the child to be adopted.
 - C. Marriage Certificate of any previous marriage of the adopting stepparent or parent retaining custody.
 - D. Annulment or divorce decrees, both Judgment of Dissolution and Judgment for Reserved Issues (if applicable), of any previous marriage of adopting stepparent or parent retaining custody.
 - E. Death Certificate of any person whose death terminated a marriage relationship between such person and the adopting stepparent or the parent retaining custody.
4. Certified copy of written consent of parent retaining custody to adoption of the child by the stepparent, signed, witnessed and filed as provided by Section 227 of the Civil Code, on forms prescribed by the State Department of Social Welfare. This consent may be obtained by the Probation Officer at the time of the interview and submitted to the Court upon completion of the investigation, if desired.

LIST OF MATERIALS REQUIRED FOR STEPPARENT ADOPTIONS

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5. Certified copy of written consent of the child, if child is 12 years or older, to his/her adoption by the Petitioner. This consent may be obtained by the Probation Officer at the time of the interview, and submitted to the Court upon completion of the investigation, if desired.
6. Certified copy of written consent of parent relinquishing custody where, under Code provisions, such consent is necessary, signed, witnessed and filed as provided by Section 226 of the Civil Code, on forms prescribed by the State Department of Social Welfare. There forms to be forwarded upon request; or in lieu thereof, proof of publication of citation and Court date.
7. Names, addresses and telephone numbers of at least three personal references for the adopting stepparent, none to be relatives and all to be qualified to make recommendations regarding the adoption. Inasmuch as contact with these persons may be made by mail, residence in the area is not required.
8. Original or photocopy of discharge papers if Petitioner has had military service. If presently in the military – name, military mailing address and telephone number of Petitioner's commanding officer.
9. Verification of any prior adoption of the child to be adopted.
10. **NOTE: Do not calendar a date for the Stepparent Adoption with the Court until the Probation Officer's Stepparent Adoption Report has been filed with the Court. (This report will be sent to you via mail if you are In Pro Per (representing yourself) or to your attorney.)**

Prepared: 11/6/02

STEP PARENT ADOPTION INVESTIGATION WORKSHEET

CHILD(REN)S HISTORY:

Name of child(ren): _____

Birthdate(s) and birthplace(s): _____

Full Names of Natural Parents: _____

Has the child(ren) previously been adopted? _____

NATURAL PARENTS HISTORY:

Natural Mother:

Full Name: _____

Birthdate and Birthplace: _____

A United States Citizen?: _____

Religion: _____

Education: _____

How long resided in California: _____

How long resided in Nevada County: _____

Health: _____

Current Marital Status: _____

Previous Marriage # 1:

a. To Whom: _____

b. Date and place of Marriage: _____

Name(s) and birthdate(s) of child(ren) born to this marriage: _____

If Marriage ended by divorce:

a. County divorce took place in and Court Number: _____

b. Final Dissolution Date: _____

c. Custody of Child(ren): _____

d. Child Support Ordered: _____

Was/is Child Support paid?: _____

If Marriage ended by death of spouse:

a. Date and Place of Death: _____

b. Cause of Death: _____

Previous Marriage # 2:

a. To Whom: _____

b. Date and place of Marriage: _____

Name(s) and birthdate(s) of child(ren) born to this marriage: _____

If Marriage ended by divorce:

a. County divorce took place in and Court Number: _____

b. Final Dissolution Date: _____

c. Custody of Child(ren): _____

d. Child Support Ordered: _____

Was/is Child Support paid?: _____

If Marriage ended by death of spouse:

a. Date and Place of Death: _____

b. Cause of Death: _____

Are there more than two previous marriages for natural mother? _____

Natural Mother's Occupation: _____

Present Employment: _____

Employer: _____

Address/Telephone Number: _____

Length of Employment: _____

If mother has custody, who cares for the children during mothers work hours: _____

Has the natural mother signed a consent form(s) for the child(ren) to be adopted? _____

Natural Father:

Full Name: _____

Birthdate and Birthplace: _____

A United States Citizen?: _____

Religion: _____

Education: _____

How long resided in California: _____

How long resided in Nevada County: _____

Health: _____

Current Marital Status: _____

Previous Marriage # 1:

a. To Whom: _____

b. Date and place of Marriage: _____

Name(s) and birthdate(s) of child(ren) born to this marriage: _____

If Marriage ended by divorce:

a. County divorce took place in and Court Number: _____

b. Final Dissolution Date: _____

c. Custody of Child(ren): _____

d. Child Support Ordered: _____

Was/is Child Support paid?: _____

If Marriage ended by death of spouse:

a. Date and Place of Death: _____

b. Cause of Death: _____

Previous Marriage # 2:

a. To Whom: _____

b. Date and place of Marriage: _____

Name(s) and birthdate(s) of child(ren) born to this marriage: _____

If Marriage ended by divorce:

- a. County divorce took place in and Court Number: _____
- b. Final Dissolution Date: _____
- c. Custody of Child(ren): _____
- d. Child Support Ordered: _____

Was/is Child Support paid?: _____

If Marriage ended by death of spouse:

- a. Date and Place of Death: _____
- b. Cause of Death: _____

Are there more than two previous marriages for natural father? _____

Natural Father's Occupation: _____

Present Employment: _____

Employer: _____

Address/Telephone Number: _____

Length of Employment: _____

If father has custody, who cares for the children during fathers work hours: _____

Has the natural father signed a consent form(s) for the child(ren) to be adopted? _____

Has either of the natural parents served in the U.S. Military? _____

If so, what Branch: _____ Current duty status? _____

Type of discharge and when: _____

If the natural parents of the child(ren) to be adopted were not married:

Did you live together?: _____ If so, for how long?: _____

Did you live together after the birth of the child(ren)?: _____

If so, for how long?: _____

Does the natural Father admit paternity?: _____

If not, was paternity established by a Court Hearing?: _____

If so, County and Court Number: _____

When did the non-custodial parent last visit the child(ren): _____

When did the non-custodial parent last communicate with the child(ren): _____

When did the non-custodial parent last make a child support payment: _____

PETITIONER'S HISTORY:

Full Name: _____

Maiden Name if Stepmother adoption: _____

Birthdate and Birthplace: _____

A United States Citizen?: _____

Social Security # _____ Driver's License # _____

Religion: _____

Education: _____

How long resided in California: _____

How long resided in Nevada County: _____

Health: _____

Previous Marriage # 1:

a. To Whom: _____

b. Date and place of Marriage: _____

Name(s) and birthdate(s) of child(ren) born to this marriage: _____

If Marriage ended by divorce:

a. County divorce took place in and Court Number: _____

b. Final Dissolution Date: _____

c. Custody of Child(ren): _____

d. Child Support Ordered: _____

Was/is Child Support paid?: _____

If Marriage ended by death of spouse:

a. Date and Place of Death: _____

b. Cause of Death: _____

Previous Marriage # 2:

a. To Whom: _____

b. Date and place of Marriage: _____

Name(s) and birthdate(s) of child(ren) born to this marriage: _____

If Marriage ended by divorce:

- a. County divorce took place in and Court Number: _____
- b. Final Dissolution Date: _____
- c. Custody of Child(ren): _____
- d. Child Support Ordered: _____

Was/is Child Support paid?: _____

If Marriage ended by death of spouse:

- a. Date and Place of Death: _____
- b. Cause of Death: _____

Are there more than two previous marriages for Petitioner? _____

Petitioner's Occupation: _____

Present Employment: _____

Employer: _____

Address/Telephone Number: _____

Length of Employment: _____

If petitioner has custody of child(ren) from a previous marriage, who cares for the child(ren) during petitioner's work hours: _____

Has the Petitioner ever served in the U.S. Military?: _____

If so, what Branch: _____ Current duty Status: _____

Type of discharge and when: _____

Has the Petitioner ever been arrested / convicted of a crime?: _____

If so, for what offense(s) - when and where? _____

PRESENT HOME SITUATION:

Petitioner: _____

Natural Parent: _____

Date and Place of Marriage: _____

Name(s) and birthdate(s) of child(ren) born to this marriage: _____

Who resides in the family home?: _____

Description of Home:

Do you Own or Rent: _____ Number of Bedrooms: _____

Number of Bathrooms: _____

Monthly rent or mortgage payment: _____

If purchasing, approximate mortgage balance: _____

If purchasing, approximate current value of home: _____

Financial Situation:

Take home wages of Petitioner: _____

Take home wages of Natural Parent: _____

Other Income and Source: _____

Value of real property (other than home): _____

Value of personal property: _____

Year and Make of automobile # 1: _____

Year and Make of automobile # 2: _____

Amount of monthly automobile payment(s) and approximate loan balance(s): _____

Approximate average monthly checking account balance: _____

Approximate average monthly savings account balance: _____

Financial Institution(s) where accounts are: _____

Do you own Stocks or Bonds: _____

If so, approximate value: _____

Approximate amount spent monthly on food and utilities: _____

Do you have outstanding debts (other than mortgage): _____

If so, to whom: _____

For what? _____

Monthly Payments: _____

Do you have Life Insurance:

On Natural Parent: _____ Value: _____

Company: _____ Beneficiary: _____

On Petitioner: _____ Value: _____

Company: _____ Beneficiary: _____

On Child(ren): _____ Value: _____

Company: _____ Beneficiary: _____

Do you have Health Insurance for the family: _____

Provided by: _____

REMARKS:

Child(ren)s feelings regarding the adoption: _____

Natural Parent's feelings regarding the adoption: _____

Petitioner's feelings regarding the adoption: _____

Additional comments: _____

Names, Addresses and Telephone Numbers of three personal references: *(may not be relatives)*
