



"Recognizing that the child, for the full and harmonious development of his or her personality should grow up in a family environment, in an atmosphere of happiness, love and understanding."

- Hague Adoption Convention, Preamble

INTERCOUNTRY ADOPTION

Office of Children's Issues, United States Department of State

Document Request for Pending Haitian Adoption Cases

January 18, 2010

DHS' U.S. Citizenship and Immigration Services (USCIS) has set up a special e-mail box Haitian.adoptions@dhs.gov to receive scanned documentation on pending Haitian adoptee orphans. If you have already sent documentation to askci@state.gov, it will be forwarded to USCIS on your behalf.

USCIS requests that all communications from prospective adoptive parents and adoption service providers should be formatted as follows:

- Subject line: LAST NAME, First name of the adopting parent, and USCIS case number and NVC case number, if available
- If you are adopting more than one child, please send separate e-mails for each child
- Include the name, DOB, gender of the child, and the current location of the child in Haiti
- Include any contact information for the child's current whereabouts
- Please include a recent photograph of the child
- Attachments: please limit attachments to 10 megabytes per e-mail message. If necessary, split your communication into more than one message, and indicate in the subject line the total number of e-mails and the message number (i.e. "1 of 2")

The following case documents may be useful to USCIS;

- Full and final Haitian adoption decree
- GOH Custody grant to prospective adoptive parents for emigration and adoption OR
- Secondary evidence of either of the adoption or custody decree
- Proof of travel by the prospective adoptive parents to Haiti to visit the child
- Photos of the child and prospective adoptive parents together
- ASP "Acceptance of Referral" letter signed by the prospective adoptive parents
- IBESR approval
- Legal relinquishment or award of custody to the Haitian orphanage
- Secondary evidence of the above (e.g. e-mail correspondence, copies, ASP correspondence)

Updated information will be provided on www.adoption.state.gov as it becomes available.