

**LIVINGSTON COUNTY CIRCUIT COURT – FAMILY DIVISION – ADOPTION UNIT  
ADULT ADOPTION PACKET**

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**\*The Petitioner(s) and/or the adoptee must be a resident of Livingston County\***

**This is a legal proceeding; however, the Court cannot give legal advice and/or assist in completing any forms in this packet. The Petitioner(s) must determine whether or not they need the assistance of an attorney.**

The following items are required with the submission of your Petition for Adoption:

- Petition for Adoption (form PCA 301)
- Birth Certificate of Adoptee (copy)
- Marriage License of Adoptive Petitioner Parent(s) (copy)
- Birth Certificates of Adoptive Petitioner Parent(s) (copy)
- Photo Copies of Adoptive Petitioner Parent(s)' drivers' licenses or state identification cards
- Photo Copy of Adoptee's drivers' license or state identification card
- Death Certificates, if applicable (copy)
- Petitioner's Verified Accounting (form PCA 347)
- Supplement to Petitioner's Verified Accounting (form PCA 347a)
- Attorney's Statement of Services, if applicable
- Statement from Adoptee Requesting Adoption
- Statement from Petitioners Requesting Adoption
- LEIN Request Form
- Adoption Report Required to Establish New Michigan Birth Record, if you are requesting to change the birth certificate

**\*If the adoptee was not born in the State of Michigan, you must contact the state in which the adoptee was born and request the form to Establish a New Birth Record and provide it with your packet, along with the appropriate fee in a check or money order made payable to the appropriate state and/or department**

**\*You can obtain information on who to contact regarding this information at <http://www.cdc.gov/nchs/w2w.htm>**

- Filing Fee of \$185.00, by check or money order, made payable to: **Livingston County Juvenile Court**
- Adoption Investigation fee of \$50.00, by check or money order, made payable to: **Livingston County Juvenile Court**
- New Birth Certificate fee of \$50.00 (includes (1) certified copy), if adoptee was born in the State of Michigan, by check or money order made payable to: **State of Michigan**

**\*Each additional certified copy is an additional \$16.00**

**\*Additional \$25.00 Rush Fee, if you choose, for 2-3 weeks processing**

**\*If the adoptee was not born in the State of Michigan, please contact the state in which the adoptee was born on the fee associated with Establishing the New Birth Record**

**ALL FORMS MUST BE FILLED OUT COMPLETELY, INCLUDING SIGNATURES**

**INFORMATION THAT IS CROSSED OUT AND/OR WHITED OUT WILL RESULT IN YOUR PACKET  
BEING RETURNED**

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**ADDITIONAL INFORMATION**

A Consent to Adoption must be signed in Court by the adult adoptee at a private hearing before the Court. The Consent Hearing will be scheduled after the Petition for Adoption has been filed. The Court will schedule this hearing after the filing of the adoption petition, and will finalize the adoption at the same hearing.

There will be an adoption investigation completed before the adoption can be finalized. The Court Agent assigned will contact the Petitioner(s) and the adult adoptee to schedule this.

The Petitioner(s) must provide the complete current of last known address of the adoptee's birth parent(s). The Michigan Adoption Code requires birth parents receive notice of the adoption proceedings.

Completed packets may be dropped off at the address below or delivered to the Court via mail.

If you would like to meet with the Adoption Caseworker prior to submission of your packet, please call and schedule an appointment. The Court cannot guarantee that the Adoption Caseworker will be available on a walk-in basis.

**\*\*Please note that per Michigan Court Rules regarding Adoptions, if you are requesting to change your name through this adoption, the only name that can and will be put on the final adoption order is your new name. It is your responsibility to keep documentation that shows your original name prior to the adoption. \*\***

**PACKETS THAT ARE NOT FILLED OUT COMPLETELY WITH ALL NECESSARY SUPPORTING  
DOCUMENTATION WILL BE RETURNED**

Livingston County Circuit Court – Family Division – Adoption Unit  
204 S. Highlander Way, Suite 3  
Howell, MI 48843  
(517) 546-1500