

Instructions

Stepparent Adoption

Requirements

A stepparent adoption may be filed any time after the marriage of a biological parent and the stepparent. The hearing will be set at least six months from the date of marriage. If the consent of the other biological parents is not filed with the Petition, they will need to be notified of the hearing. The Court will send them notice by certified mail, or if their address is unknown, by publication.

After filing the petition and prior to the hearing, the Court's Adoption Assessor will set up an appointment for a home study. The fee for this is included in the filing fee. If there is more than one child being adopted, the home study fee is assessed only to the case of the first child.

The Adoptee, the Petitioner, and biological parent who is married to the petitioner must be present for the hearing (R.C. 3107.14)

All documents must be completed with the full names of all parties and must be typed, single-sided, and not stapled together. Original signatures are required.

Initial Filings ****Please also refer to the Court's Local Rule 78.5****

- ☐ Certified copy of adoptee's birth certificate
- ☐ Petition for Adoption of Minor (form 18.0) completed with full names and address
- ☐ Consent of biological parent (spouse of petitioner) (form 18.3), or if not available, must have
 - Address listed on Petition to notify, or
 - Affidavit for service by publication if address is unknown w/proposed Entry Ordering Publication
- ☐ Putative Father Registry Certification, if applicable ****See LR. 78.5B****. This is necessary if father is not listed on the birth certificate and there has been no paternity testing declaring a father. It is also necessary if the father listed on the birth certificate has been determined to be the biological father. It is your responsibility to send the form in to the Putative Father Registry and file the results/Certification with the Court, or
 - Copy of Court Order determining paternity
- ☐ Criminal Background Check (BCI&FBI) completed no more than 90 days prior to filing the Petition ****See L.R. 78.5A****
- ☐ Certificate of Adoption/Vital Statistics form (HEA 2757).

****If the child was born in a different state, it is the Petitioner's responsibility to contact the state in which the child was born and determine whether Vital Statistics in that state will accept this form. If not, it is the Petitioner's responsibility to obtain the necessary forms and complete them. The correct forms must be filed with this initial filing. If the Ohio form is submitted with the initial filing, our Court will assume that the Petitioner has determined it to be acceptable, and will proceed accordingly**

- The hearing on the Petition will not be scheduled until all the above documents are filed.
- Petitioner is responsible for costs of any necessary publication.
- All outstanding Court costs will need to be paid prior to the hearing.
- The Court does not notify any child support agencies after granting an adoption. The Petitioner or Petitioner's Attorney are responsible for notifying the appropriate child support enforcement agency ****See L.R. 78.5E****