

# APPLICATION FOR PROVISION OF ADOPTION INFORMATION

Pursuant to section 27 of the Adoption Act 1988



Government of South Australia  
Department for Child Protection

## DETAILS OF APPLICANT

The terms and language used in this form are consistent with the Adoption Act and are not intended to offend.

Title (Mr/Mrs/Ms/Miss):  Date of Birth:

Legal Names:  Last Name:

Previous Names:

Postal Address:  Postcode:

Contact number: (Home) (  )  (Mobile)

Email:

(Please tick one):

- 1. Adopted person**  
*If you are an adopted person, you must submit one form of identification which shows your signature. If your name has changed, proof of the name change must be provided. This can include either a marriage certificate or change of name certificate.*
- 2. Adoptive parent**  
*If you are an adoptive parent, you must attach a statement of consent from the adopted person stating they give their consent for you to apply for the adoption information, as well as one form of identification which shows your signature. If the adopted person has changed their name since the adoption, proof of the name change must be provided. This can include either a marriage certificate or change of name certificate. If the adopted person is deceased, you must provide proof in the form of a death certificate or obituary notice.*
- 3. Birth parent**  
*If you are a birth parent, you must submit one form of identification which shows your signature. If you have changed your name since the adoption, proof of the name change must be provided. This can include either a marriage certificate or change of name certificate.*
- 4. Descendant of an adopted person**  
*If you are a descendant of an adopted person, you must attach a statement of consent from the adopted person stating they give their consent for you to apply for the adoption information, as well as one form of identification which shows your signature and proof of your relationship to the adopted person. If the adopted person has changed their name since the adoption, proof of name change must be provided. This can include either a marriage certificate or change of name certificate. If the adopted person is deceased, you must provide proof in the form of a death certificate or obituary notice.*
- 5. Birth relative of an adopted person**  
*If you are a birth relative of the adopted person, you must provide a statement of consent from the birth parent stating they give their consent for you to apply for the adoption information, as well as one form of identification which shows your signature and proof of your relationship to the birth parent. If they have changed their name since the adoption, proof of name change must be provided. This can include either a marriage certificate or change of name certificate. If the birth parent is deceased, you must provide proof in the form of a death certificate or obituary notice. A relative is defined in the Adoption Act, 1988 as a grandparent, brother, sister, uncle or aunt of the adopted person.*

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## ABOUT THE ADOPTION

Please provide any relevant information about the adoption. Useful information could include the adopted person's date and place of birth, their name after the adoption and address if known. The birth parent's names and address at the time of adoption if known or any other identifying information. Information may be attached if space is insufficient.


If known, please provide the adoptive parent's names at the time of the adoption:

Adoptive Mother:

Adoptive Father:

## DETAILS OF REQUEST

Please note that for people affected by an adoption before 17 August, 1989 a restriction may have been placed on the release of information about another party. These restrictions are commonly called vetoes. If a veto has been placed, it means that DCP is unable to release any identifying information about the person placing the veto or information that may allow that person to be traced. DCP will inform you if there is a veto in place. All vetoes will expire on 17 December 2022, unless rescinded earlier by the veto applicant.

**(Adopted person only) I am only seeking access to my pre-adoption birth certificate and identifying information on the parties to the adoption (that is, the names of my birth parents)**

**I wish to access all information available. Unless otherwise indicated the following records will be searched and provided (if available):**

### Adoption Index Card

*These cards were used to record all adoptions in South Australia from 1926 to the present.*

### Adoption File

*This file is used to retain Adoption Services information relating to the circumstances of local or inter-country adoption programs through to an adoption order being granted. Please note, in some cases, past records keeping practices included filing into the adoption file all previous client files including those not related to the adoption.*

### Maintenance File

*Also known as an Affiliation File, this was used to record maintenance payments for a child. Although this file did not go through the same scrutiny and checks as the adoption file, it can lead to identification of a birth parent where there may be no record within an adoption file.*

### Identifying Information

*Section 27(1) and (2) prescribes certain persons are to be provided details about parties to an adoption.*

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## DETAILS OF REQUEST (Continued)

If you are seeking other information or documents, please provide a clear description of the information you are requesting. If you are uncertain about the information that DCP may hold about you, please contact us to discuss. Information may be attached if space is insufficient.


If other information or documents are discovered during our research, you will be notified upon the completion of the application and how they may be accessed.

## FORM OF ACCESS

I would prefer to access my documents in the following format *(please tick one of these)*:

- Paper copy of the documents to my postal address
- Electronic copy (USB or CD-ROM) of the documents sent to my postal address
- Copies of the documents sent to my email address

## SIGNATURE

*\* I declare that the information provided is true and correct to the best of my knowledge, and is not false or misleading information. I have attached my ID / consent / proof of relationship as required on the first page.*

Signed:

Date:

## CONTACT DETAILS

Please send your completed application, supporting identification and documents to:

Freedom of Information Team  
Department for Child Protection  
GPO Box 1072  
ADELAIDE SA 5001

Or email to: [DCP.FOI@sa.gov.au](mailto:DCP.FOI@sa.gov.au)  
Website: [www.childprotection.sa.gov.au](http://www.childprotection.sa.gov.au)  
Phone: (08) 8226 4399