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## INSTRUCTIONS ON HOW TO COMPLETE YOUR MINOR CHILD STEPPARENT ADOPTION (DECEASED PARENT)

### STEP 1: DEATH CERTIFICATE

Obtain a certified copy of the deceased parent’s death certificate.

### STEP 2: DOCUMENTS FOR YOU TO FILL OUT, SIGN AND NOTARIZE

Fill out and sign the following documents:

Custodial Biological Parent: This is the parent who is currently caring for the minor child and is married to the stepparent. Please fill out the following forms:

**Consent to Adoption**: this form is your consent to the adoption. It must be signed and notarized.

**Affidavit of Identification**: this affidavit only needs to be filled out if you are the **biological mother of the child to be adopted**. The purpose of this affidavit is to show the court that you have identified the biological father as the child’s only possible birth father. It must be signed and notarized.

Child (if 14 years or older): Please fill out:

**Child’s Consent to Adoption**: The biological parent must sign this as well. it must be notarized.

Stepparent: You must complete a Child Abuse Registry Background Check

**Child Abuse Registry Check**: Go to that website to complete the background check. The results of this background check must be attached to the adoption petition.

Custodial Biological parent and stepparent: Please sign and notarize:

**Adoption petition**: This is the document through which you are asking the court to allow the stepparent to adopt the child.

- a. Make sure that the exhibit number on each of the above documents is written in the petition accordingly.