

**GEAUGA COUNTY PROBATE COURT
JUDGE TIMOTHY J. GREDELL**

CHECKLIST - ADOPTION-STEP PARENT

These instructions are provided as a public service of the Geauga County Probate Court, are intended as a guideline only, and are not legal advice. Depending on the circumstances of each case, additional steps may be required that are not listed below. The clerks are not attorneys and therefore cannot answer legal questions or assist you in completing the forms or deciding which forms apply to your situation. The documents that you file must be typewritten or legibly handwritten, and completed in their entirety. The clerks may refuse for filing illegible or incomplete documents.

Filing Requirements

- 1. Form 18.0 - Petition for Adoption of Minor**
- 2. Form 18.2 - Notice of Hearing on Petition for Adoption**
- 3. Form 18.3 - Consent to Adoption - Natural Mother**
- 4. Form 18.3 - Consent to Adoption - Natural Father**
- 5. References** - Four letters of recommendation as required by Geauga Probate Local Rule 78.19.
- 6. Form HEA2727 - Certificate of Adoption**
- 7. Court Cost Deposit** - arrange for payment of court cost deposit. See the "Probate Court Costs" on the Court's website.

Additional Notes

1. Consent Required. The Court requires the consent of both parents. If consent is not obtained, then the Court requires a Precipe for Service or an Affidavit and Motion for Notice by Publication with a proposed Judgment Entry using Form 18.4 Judgment Entry Finding Consent Not Required.
2. Attorney Required. All step-parent adoptions required an attorney.