

## CHECKLIST- FILING AN ADULT ADOPTION

(Disclaimer: This checklist is intended as a guideline only and is subject to modification by the Court at any time)

DEPOSIT: CASH / CHECK/ MONEY ORDER -ONLY

Court Costs: \$142.00

### REQUIREMENTS

See Ohio Revised Code 3107.04 to determine if the adoption may be filed in Lake County and 3107.02 for more information on adopting an adult.

### THE PROCESS

The documents listed below must be prepared by the applicant or his/her attorney, and brought into the court for filing, along with the filing fee. Once the documents have been approved for filing by the court, a hearing will be set, approximately 4 weeks from the date of filing. Per ORC 3107.14, the Adoptee and the Petitioner must be present at the hearing.

**Note: All paperwork should be typed, single sided, and please do not staple originals.  
All documents being filed must have original signature.**

### INITIAL FILING:

All forms listed below and the filing fee must be presented to the Court together or the Petition will not be accepted.

- Petition for Adoption of Adult (Form 19.0)
- LCPC Form 19.6 Affidavit in Support of Adult Adoption (*if applicable*)
  - Pursuant to Loc.R. 19 and R.C. 2717.16, this form is to be completed by any adult adoptee who is seeking to change their name through the adoption.
- Contact Information Form (LCPC Form 28.0)
- Certified copy of adult adoptee's birth certificate
- Consent to Adoption (Form 18.3)
  - The adult adoptee must sign this Consent form, consenting to the adoption and it must be notarized by Notary Public or Deputy Clerk at the Probate Court
  - This must be dated within 6 months of the initial filing
- Ohio Dept. of Health Vital Statistics Certificate of Adoption Form (HEA 2757)
  - This form should be used when the adult adoptee was born in Ohio.
  - If the adult adoptee was born in another state, it is the Petitioner's responsibility to contact that state to determine whether its Vital Statistics office will accept this form. If not, the Petitioner must obtain and complete the correct forms, and those forms must be filed with the initial filing. If this Ohio form is submitted, the Court will assume the Petitioner has confirmed it is acceptable and will proceed accordingly.

Court of Common Pleas  
Division of Probate  
Judge Mark J. Bartolotta



Lake County Courthouse, West Annex  
25 North Park Place  
Painesville, Ohio 44077

**Mailing Address:** P.O Box 490  
Painesville, Ohio 44077

[www.lakecountyohio.gov/probatelco](http://www.lakecountyohio.gov/probatelco)