

Settlement – Adoption from Orphanage

No.	Type of document	check
1	Completed VAF 4	
2	One recent passport-sized photographs (<i>Please view the @Photo Specs' for exact specifications</i>) Please note- unsuitable photos will only delay your application.	
3	Current valid passport / travel document (<i>showing current Thai immigration status</i>) with a blank page to insert visa	
4	Certified identification status of the child e.g. Birth certificate, Letter from local District in place of birth certificate, Parental Consent	
5	Home Study Report covering the child's background	
6	Form ICA Inter-Country Adoption: Medical report and developmental assessment of a child under the age of 18	
7	To Whom It May Concern issued by Thai Department of Social Development and Welfare (DSDW)	
8	'Memorandum of Agreement' , between you and Thai Department of Social Development and Welfare	
* Please note 2 to 8 will be provided to you by DSDW		
9	Adoptive Parents documents required (i) A copy of the marriage certificate (ii) A copy of divorce certificates (if applicable) (iii) A copy of birth certificates (iv) A copy of passports (bio-page only) (v) Confirmation of employment and income details (vi) Confirmation of accommodation, i.e. tenancy or mortgage agreement (vii) Bank statements covering the last three months (viii) Contact details when visiting Thailand	
10	A certificate issued by International Organisation for Migration (IOM) confirming that the applicant is free from infectious tuberculosis (TB) Applies to all applicants aged 11 years and over	
11	All previous passports	
12	Visa fee	
13	Any other documents in support of your application.	

Note: Please provide contact details when in Thailand and returned flight information if known.

PLEASE NOTE:

- (a) **There is no requirement for all Thai language documents to be translated.**
- (b) *An interview may be required at the Embassy or by phone*
- (c) *Application may need to be referred to the UK or other UK missions. This will inevitably cause delay in the processing time.*
- (d) *Please note that you may also be asked to provide further documentary evidence in addition to the above guidelines.*

Checked by (initials).....

Date.....

Full documents submitted Yes/No

If you choose only to provide some of the above documentation you must sign the following declaration:

I have been advised to provide the above-mentioned documents but I intend to submit my application with limited documents ticked in this checklist. I understand that failure to provide the other documents may result in the refusal of my application.

Signature:.....

Date:.....