

# The National Adoption Contact Preference Register

## Application Form

**(for birth family relative seeking contact with an adopted person)**

**Please read the information leaflet carefully before you complete this form**

We have made every effort in this document to use terms that would suit all parties involved in adoption. The single-word term 'birth' is used to refer to the natural/birth mother and natural/birth father, although we acknowledge that natural/birth is the more accurate description. The use of 'birth' is for ease of reference, and because it is generally the term used in adoption-related literature internationally.

### Section 1: Your personal details

Title: \_\_\_\_\_

First name(s): \_\_\_\_\_

Last Name: \_\_\_\_\_

Date of Birth:

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

Maiden Name (if applicable): \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone Number (landline or mobile): \_\_\_\_\_

Email address: \_\_\_\_\_

Can we correspond with you using the details above?

Yes

No

If **no**, please provide alternative contact details here

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please indicate your status by ticking one of the boxes below

I am a Birth Mother  I am a Birth Father

I am a relative of an adopted person  Please state your relationship to the adopted person  
(brother, sister, half-brother, half-sister, aunt, uncle, grandparent, cousin, niece, nephew) \_\_\_\_\_  
\_\_\_\_\_

## Section 2: Details of the person you would like to contact

Please give any information you may have on the person you would like to contact

Name: \_\_\_\_\_ Date of Birth

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

or Age: \_\_\_\_\_

If you are unsure of this information, please give a rough idea of the age or date of birth, and say that you are unsure.

You can use this space to add any information which might help us link you with the person you are looking for.

**Please do not write requests for information in the space.** If you have requests for other information, or you have questions you would like to ask, write them on a separate sheet of paper. You can send the request with this form.

---

---

---

## Section 3: What level of contact do you want to have with this person?

Willing to meet <input type="checkbox"/>	No contact, but willing to share <b>medical</b> information (See section below on sharing information) <input type="checkbox"/>
Contact by telephone <input type="checkbox"/>	No contact, but willing to share <b>background</b> information (See section below on sharing information) <input type="checkbox"/>

Contact by email <input type="checkbox"/>	No contact at the moment <input type="checkbox"/>
Exchange of letters or information <input type="checkbox"/>	

If you have picked any of the 'No Contact' options, would you like to be told discreetly if this person joins the Register and is looking for you? Yes  No

**Sharing information**

Please use this space to give any medical or background information you would like to share. If you need more space, please write on a separate page.

---



---



---



---

## Section 4: Identification and signature

What form of identification are you sending with this application? (Please see list of the forms of identification we can accept on the next page.)

---

Do you wish to receive a written acknowledgement of this application form? Yes  No

Signed: \_\_\_\_\_ Date 

D	D	M	M	Y	Y	Y	Y
---	---	---	---	---	---	---	---

**Note:** This is an extremely serious and sensitive matter for those involved. The Adoption Authority will report any person who misuses this form to the appropriate legal authorities.

## CHECK LIST

Have you signed the form at Section 4?

Have you included a copy of your identification?

### What type of identification will be accepted?

A copy of one of the following - Please do not send original documents

- Passport
- Drivers Licence (including provisional licence)
- Public Services Card
- Student Card
- Medical Card
- GP Only Card

### Where do I send the completed form and identification?

By post to: PO Box 9957, Dublin 4.

OR

By email to : [tracing@aai.gov.ie](mailto:tracing@aai.gov.ie)

#### **Privacy Statement**

**The Adoption Authority of Ireland will treat all information and personal data that you provide as confidential, in accordance with the General Data Protection Regulation and Data Protection Legislation.**