
FOREIGN ADOPTION and RE-ADOPTION

CHIPPEWA COUNTY
PROBATE OFFICE
711 N BRIDGE STREET
CHIPPEWA FALLS, WI 54729

HOURS:
MONDAY – FRIDAY
8:00 AM – 4:30 PM

PHONE: 715-726-7737

NOTE:

- This information is provided as a public service and is **NOT** intended to be legal advice. Persons having questions should contact an attorney - probate office staff **cannot** give legal advice or complete the forms for you.
- Please read the forms carefully and *fill them out completely*.
- **Forms:** State mandated forms can be found at: www.wicourts.gov.

FILE THE FOLLOWING DOCUMENTS TO OPEN PROCEEDING:

- Petition for Adoption – Child/Adult JC-1645
- Consent to Adoption JC-1646 (consent by person 14 years or older)
- Order for Hearing and Screening JC-1641 (hearing date information will be completed by probate staff).
- A copy of the Order for Hearing and Screening will be provided to the petitioner. It is the petitioner's responsibility to provide a copy to the Adoption Agency and the child, if over 12 years of age.

COMPLETE AND FILE PRIOR TO THE HEARING:

- Your Adoption Agency will file the following documents:
 - Investigative home study report/recommendation with the foreign country documentation and translation
 - Consent and Recommendation of State of Wisconsin (not required for re-adoption)
 - Report of Adoption for a Child Born in a Foreign Country (to obtain Wisconsin Certification of Birth Facts for a Foreign Born Birth)
- Order for Adoption JC-1647

POST HEARING:

- Immediately following the hearing, go to the Register in Probate Office, Room 203, to obtain certified copy(ies) of the Order for Adoption. There is a \$4.00 fee payable to "Register in Probate" for each certified copy.
- There is a fee to obtain a Wisconsin Certification of Birth Facts for a Foreign Born Birth (see Report of Adoption form) payable to "State of WI Vital Records." The Register in Probate office will mail the Report of Adoption, your check for the appropriate fee and the foreign country documentation to the State Vital Records Office.