

APPLICATION FOR REGISTRATION OF AN AGENCY FOR IN-COUNTRY ADOPTION PLACEMENT

1.Name and address of the agency

2.Date and year of establishment

3.Name of Organisation running the Institution

4.Name of the agency

5.Is the agency a registered society/Trust?

6.Indicate date and details of registration

7.Whether the agency has been certified as fit institution under the J.J.Act 1986

8.Whether the agency is located in a rented building or own building

9.Amount of rent paid per month

10.a)Total covered area of building

b)No. of rooms and other space available

c)Area of out door space available

d)Floor area provided for each child (in sq.ft.)

11.Staff employed with details

Full time/Part time

Name	Age	Qualification	Post being held	Details of Salary received

(Please see enclosures)

12.Financial assistance received by the agency for the care and maintenance of the children.

a)Name of the Dept, and name of the scheme under which assistance is availed.

Adoptive parents & benefactors

13.Particulars of donations received

a)Amount received

b)Date of receipt

c)From whom received & How? (Cheque,DD,Cash)

Please see enclosure

14. Maximum number of children in the agency can provide care for Mother's Section /Babies Section

15. Total no. of inmates at present Girls Boys Total
 Below 6 years
 6-12 years
 above 12 years

16. Number of children placed in adoption (if any) In-country Inter-country

Year

Year

Year

17. Following documents are enclosed:

- a) Annual report
- b) Memorandum of association
- c) Audited statement of accounts for last 3 years
- d) FCRA certificate, No. and date of issue.