

Request for Certified Copy of Adoption Decree

A certified copy of an adoption decree can be obtained under [North Dakota Century Code section 14-15-16\(6\)](#) from the [clerk of court](#) in the district where the adoption occurred.

You need to [pay a \\$20.00 fee](#) for the certified copy.

Only the following person(s) may request a certified copy of the adoption decree:

- The adoptive parents;
- The guardian of an adopted minor child; or
- An adopted adult.

Please Note: A certified copy of an adoption decree **can only** be provided without a court order **if** the adoption decree doesn't disclose the identity of the genetic parents or the name of the adopted individual before the adoption occurred.

Fill Out the Request for Certified Copy of Adoption Decree

Paragraph 1: Fill in your **complete** name, address, phone number, and email address.

- The Clerk may request identification, so make sure to bring identification with you.

Paragraph 2: Put a checkmark (✓) on the correct line which identifies who you are.

- If you **can't** check any of the lines, you **can't** request a certified copy of an adoption decree **without** a court order.

Paragraph 3: Fill in all requested information for a, b, and c.

Date and Signature: Date and sign the request.

- Fill in the date, city, county, and state when/where you sign this request.
- Sign the request.

Submit the Request to the [Clerk of Court](#)

You'll be charged a [\\$20.00 fee](#). [Contact the clerk of court](#) for more information.

If you don't meet the requirements for this request, consult a [lawyer](#) for other options.

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Section 14-15-16(6) NDCC*

***If you are requesting a certified copy of a birth certificate, you **must** contact North Dakota Vital Records.**

*** **Please note** that a certified copy of an adoption decree can only be provided without a court order if the adoption decree doesn't contain any identifying information.**

1. Party Requesting Information (*you may be asked for identification*):

Name: _____

Address: _____

Phone Number: _____

Email Address: _____

2. Are you: _____ the adoptive parent

_____ the guardian of an adopted minor child

_____ an adopted adult

3. Information needed to locate file:

a. Adopted party name: _____

b. Case number and/or date of adoption: _____

c. County of adoption: _____

I declare, under penalty of perjury under the laws of North Dakota, that everything I have stated in this Request for Certified Copy of Adoption Decree is true and correct.

Signed on _____ (date) in _____ (city),

_____ County, _____ (state), _____ (country).

Signature