

To Whom It May Concern:

Name of Applicant: \_\_\_\_\_

You have been asked to provide a reference for the above applicant(s) who has applied to our agency to adopt a child.

Since adoption is a serious and lasting decision, we would like to obtain form you information that would assist us in approval of the home. We would appreciate it if you would share with us your knowledge of the adoptive applicant(s).

In letter format, please comment upon the following:

- Applicant's personality and lifestyle
- Motivation to adopt
- Marital relationship
- Attitudes toward children
- Potential for parenthood
- Values and beliefs
- Attitudes toward the prospect of raising a child born to other parents

Also, please indicate how long you have known the applicant(s) and in what capacity.

Reference letters should be addressed "To Whom it May Concern", and be approximately one to two pages in length. Your letter will need to be **notarized** when you sign it due to regulations governing International Adoption. We recommend signing **three originals**, for backup. The originals should be sent to:

*Community Care Services  
Adoption Program  
70 Main Street  
Taunton, MA 02780*

Thank you for your assistance in helping us locate loving families for needy children. If you have any questions, please feel free to call us.

Sincerely,

Melissa Aguiar  
Adoption Recruiter