

**Document Checklist for Hague Convention Adoption (IH3)**

NVC Case Number: HAN \_\_\_\_\_

Name of Adoption Service Provider (Full Name): \_\_\_\_\_ Tel: \_\_\_\_\_

Appointment Date: \_\_\_\_\_ Facilitator's Name & Tel: \_\_\_\_\_

Province of Final Adoption Decree: \_\_\_\_\_ G&R Date: \_\_\_\_\_ Art. 23 Issued Date: \_\_\_\_\_

**Parents' information:**

Mailing address: \_\_\_\_\_

Mother's name: \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_ Nationality: \_\_\_\_\_  
(Last) (First) Maiden (if applicable)

Father's name: \_\_\_\_\_, \_\_\_\_\_ Nationality: \_\_\_\_\_  
(Last) (First)

Hotel in Hanoi: \_\_\_\_\_ Room: \_\_\_\_\_ Tel: \_\_\_\_\_

Departure date & time: \_\_\_\_\_ Flight Number: \_\_\_\_\_

**Adopted Child's passport information:**

Name (official): \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_  
(Last) (First) (Middle)

Date of birth: \_\_\_\_\_ Place of birth: \_\_\_\_\_, \_\_\_\_\_ Sex: \_\_\_\_\_  
(Day / Month (in English) / Year) (City) (Province)

Passport #: \_\_\_\_\_ Issued on: \_\_\_\_\_ Expires on: \_\_\_\_\_  
(Day / Month (in English) / Year) (Day / Month (in English) / Year)

**Document Preparation Status (Please submit in the following order):**

1. \_\_\_\_\_ Child's Vietnamese passport and 1 copy of the biometrics page.
2. \_\_\_\_\_ Two full-faced visa photos of the child (*with the child's Chinese name printed on the reverse*)
3. \_\_\_\_\_ Copy of both parents' passports (*please attach a photocopy of the non-traveling parent's passport*)
4. \_\_\_\_\_ Original Medical Examination Results by IOM
5. \_\_\_\_\_ Vaccination Affidavit (*applicable for children up to 10 years old*) (*must be completed, the parent's signature notarized*)
6. \_\_\_\_\_ Adoption Decree (*original, copy & notarized translation*)
7. \_\_\_\_\_ Giving & Receiving Minutes
8. \_\_\_\_\_ Certificate of Conformity of Inter-country Adoption (*Article 23*) (*original and copy*)
9. \_\_\_\_\_ Child's Birth Certificate

**Parent's Statements:**

1. Was a current record of your fingerprints cleared by the FBI before your appointment date?  
Yes, fingerprint record expires on (check I-797C) \_\_\_\_\_  
No \_\_\_\_\_
2. Since CIS approved your I-800A application, have significant changes occurred in your household ( e.g., residence change, marital status, criminal history, financial resources, addition of children or adults to household)?  
No \_\_\_\_\_ Yes \_\_\_\_\_ (If 'Yes', please explain on reverse side)
3. Do you have a referral from the Vietnamese Government for this child? Yes \_\_\_\_\_ No \_\_\_\_\_
4. To your knowledge, does this child have special needs/disabilities? Yes \_\_\_\_\_ No \_\_\_\_\_  
(If 'Yes', please write the specific special need: \_\_\_\_\_)
5. I understand I will need to return to the Consular Section to pick up my visa unless I give permission to a third party.  
\_\_\_\_\_ I will pick up the visa. OR \_\_\_\_\_ I give permission to my adoption agency's representative to pick up the visa.

Parent's Signature: \_\_\_\_\_

**Consular Remarks:**

\*Doc. Checker: \_\_\_\_\_ \*Reviewing Officer (FP & Oath): \_\_\_\_\_ \*Enter Visa Info: \_\_\_\_\_  
\*Print Authorized: \_\_\_\_\_ Medical EXP \_\_\_\_\_; SSN: N, N, N