



CONTRACT FOR ADOPTION HOME STUDY SERVICES

I/We the client/s of Saving Grace Adoption Services, LLC accept any and all fees associated with the completion of a domestic adoption home study. These fees include: an application fee in the amount of \$100, domestic home study fee in the amount of \$1500, post placement visit in the amount of \$300, if necessary, a home study update fee of \$800. If an expedited home study is needed, you agree to pay an additional \$500 outside of the standard \$1500 fee. I/We the client/s understand that by signing this form, I/We agree to the fees for services and understand that the funds that we pay are NON-REFUNDABLE, unless otherwise noted by the agency. Refunds are at the discretion of the agency.

Saving Grace Adoption Services, LLC are not attorneys and therefore cannot provide legal advice concerning adoption or assist with any legal questions. All adoption related legal advice or questions should be directed to your adoption attorney. Please understand that Saving Grace Adoption Services, LLC cannot control the outcome of your adoption, involvement with an agency/attorney, or your match with an expectant parent. The outcome and results of these cases cannot be predicted, and unforeseen circumstances can arise during your adoption process. This may result in no adoption being held. It is important to provide true, accurate, and detailed information to us so that we may capture true and accurate information for your home study. Failure on your part to provide true, accurate, and detailed information and to disclose all information requested may result in an adoption home study not being approved. Saving Grace Adoption Services, LLC does not in any way provide legal services in this contract. Like any contract, this contract with Saving Grace Adoption Services, LLC should be reviewed with your adoption attorney.

This contract is made and entered into today by Saving Grace Adoption Services, LLC. This contract is between Saving Grace Adoption Services, with its main office mailing address at 5051 Brighton Drive, Jacksonville Florida 32217 and the prospective adoption family.

At any time, you may request a refund for services. The decision of this refund is at the discretion of Saving Grace Adoption Services, LLC. I/We agree that all of the information that we have provided is true, accurate, and complete to the best of my/our knowledge. Saving Grace Adoption Service will conduct a home study investigation of the prospective adoptive family in order to determine the prospective adoptive family's suitability for adoption of a child (or children) under applicable standards as governed by the laws and regulations of the State of Florida. The home study shall be conducted in accordance with all applicable requirements and guidelines of the State of Florida. All services provided by Saving Grace Adoption Services are provided to prospective parents regardless of race,

age, sex, marital status, military status, physical disability, gender identity or sexual orientation. The prospective adoptive family will pay Saving Grace Adoption Services for its time in conducting and compiling the home study report and for the responsibility by Saving Grace Adoption Services in approving or disapproving the prospective adoptive family for adoption. Prospective adoptive families who request a home study report will pay an application fee of \$100 plus a domestic home study report fee of \$1,500 for the report, for a total of \$1,600. These fees are non-refundable. An expedited home study requires an additional \$500 fee. The application fee payment of \$100 will be due at the time the application to Saving Grace Adoption Services is received. The remaining home study fee will be required to be paid in full by either cash, check or via Venmo or Zelle the day of or any time prior to the scheduled home study visit and after your signed home study application is received by our agency. Please make checks payable to Saving Grace Adoption Services.

There is a travel fee for the prospective adoptive family. Mileage will be reimbursed at each visit to the prospective adoptive family's home in accordance with the federal mileage rate indicated by IRS guidelines. This mileage fee will be paid directly to the social worker that visits with the family the day of the visit to the prospective adoptive family's home. One visit to the family home is required for every domestic adoption home study. An additional visit may be required to further assess the overall appropriateness of a prospective adoptive family. Requesting more than one visit in the family home is at the discretion of Saving Grace Adoption Services. There is no additional fee (except for travel) if a second home study visit is requested.

The prospective adoptive family will receive one electronic and signed copy of their report. The report will include an attached Saving Grace Adoption Services agency license. The prospective adoptive family understands that Saving Grace Adoption Services will only provide the home study to the prospective adoptive family once the written report is completed, signed, and approved by the agency. Saving Grace Adoption Services will not provide the study to anyone else without a written request from the prospective adoptive family. All information provided to the agency regarding each family is confidential and will only be shared with the prospective adoptive family, unless otherwise requested. The prospective adoptive family understands and agrees that no proposed corrections shall be made to a home study report, after a report has been written and given final approval, without the final approval of the agency. Once the report is finalized, signed, and approved by the agency, hard copies of the home study report must be requested by the prospective adoptive family and will be issued by Saving Grace Adoption Services.

Follow-up visits (post placement visits) to the prospective adoptive parent's home will occur in accordance with the guidelines of the State(s) involved in the child's placement. Post placement visits shall cost \$300 per visit for a domestic adoption. A mileage fee will be required in addition to each post placement visit fee, reimbursed at the federal mileage rate approved by the IRS. The mileage fee is paid directly to the agency social worker completing the post placement visit. Post placement reports are provided directly and only to the prospective adoptive family's placing agency or attorney. This is to preserve the authenticity of the information that the social worker observed during each visit.

Any changes or amendments to the home study report should be limited and at the discretion of the agency. Should changes or amendments need to take place, the prospective adoptive family agrees to pay an additional fee of \$200 for said changes or amendments. This fee is non-refundable. A domestic adoption home study is valid for one year from the date it is signed, or per placement. All clearances required for a home study are only good for one year from the date these clearances were completed. Any additional home study updates completed for the prospective adoptive family will be completed at a rate of \$800. Additional home study update fees are required if an initial home study report is approaching 12 months and if said prospective adoptive family would like to continue to remain eligible to adopt.

The prospective adoptive family understands that Saving Grace Adoption Services may need to speak or communicate with the prospective adoptive family's placing agency or entity. By signing this agreement, the prospective adoptive family gives their permission for Saving Grace Adoption Services to speak directly with their placing agency or entity regarding any information surrounding the completion of the adoptive family's home study.

The prospective adoptive family is responsible for any and all fees for the required FDLE and FBI background checks for all residents in the household age 12 and older. This fee is payable directly to the LiveScan provider. This fee is non-refundable. The prospective adoptive family is responsible for any and all fees required to complete a local background check. The local background check is required for all residents in the household age 12 and older. This is a non-refundable fee. The prospective adoptive family agrees to give permission to Saving Grace Adoption Services to complete a background check of the National Sex Offender Registry for anyone in their home age 12 and older. There is no fee for this clearance.

A minimum of 10 training hours are required to be completed by the prospective adoptive family in order for Saving Grace Adoption Services to finalize a home study for a private adoption. The prospective adoptive family agrees to utilize the online portal through Creating a Family to obtain their private adoption training courses. It is at the discretion of the agency as to how many additional training hours each family needs for their adoption home study to be completed. Additional education may be required of each prospective adoptive parent depending on assessment of suitability for each family. Should additional training be required, the agency will discuss with the prospective adoptive family which areas of additional education are needed and which specific training courses are required for completion through the Creating a Family education portal. MAPP or PRIDE training is required for each prospective adoptive family for Saving Grace Adoption Services to finalize a home study for a family adopting from the foster care system. The prospective adoptive family is responsible for any and all fees required for training hours. These fees are non-refundable.

Saving Grace Adoption Services will provide the prospective adoptive family with verification of fingerprint results once they have been processed by the Florida Department of Law Enforcement. All

information is confidential. The prospective adoptive family is responsible for paying for their employment verification if there is a fee for Saving Grace Adoption Services to receive said employment verification. The prospective family will reimburse Saving Grace Adoption Services if the agency is required by the prospective adoptive parents' employer to pay for any required employment verification.

The prospective adoptive family takes full responsibility for the decision to have any child placed in their home for the purpose of adoption of said child(ren). The prospective adoptive family will not hold Saving Grace Adoption Services responsible or liable should problems or a disruption occur with any adoptive child(ren) placed in their home. This includes any developmental, intellectual, behavioral, emotional, or any other problems or concerns.

It is ideal that any and all necessary adoption home study paperwork is completed prior to a social worker meeting with a prospective adoptive family in their home. This is necessary and recommended in order for a home study to be completed in a timely manner.

A completed adoption home study will be returned to the prospective adoptive family after the family has met with a social worker through the agency and once all necessary paperwork and documents have been completed and received by Saving Grace Adoption Services. A completed adoption home study will be provided to the prospective adoptive family no more than 30 days after approval.

If the prospective adoptive family needs an expedited home study, a fee of \$500 will be required as payment by the prospective adoptive family. The approval or disapproval of the prospective adoptive family regarding a domestic adoption home study is at the discretion of Saving Grace Adoption Services.

The prospective adoptive family understands that Saving Grace Adoption Services makes no guarantee that the prospective adoptive family's home study will be approved or that an approved home study will result in a child being placed in the prospective adoptive family home. The prospective adoptive family understands that Saving Grace Adoption Services is not responsible for any wrongdoings unless said wrongdoings came about due to Saving Grace Adoption Services neglect, carelessness, or intentional wrongdoing. The prospective adoptive family understands that some confidential documents may need to be made available to persons for specific purposes related to the adoption process. The prospective adoptive family authorizes Saving Grace Adoption Services to release said information as necessary.

The prospective adoptive family further acknowledges that under the laws of the State of Florida, the home study will be valid for a period of one 1 year from the date which it is completed and signed by Saving Grace Adoption Services, or per placement. As well, the prospective adoptive family understands that they must comply with all applicable adoption regulations established by the State of Florida.

The prospective adoptive applicant(s) and Saving Grace Adoption Services understand that because each party has entered into this agreement voluntarily, either party may terminate this agreement by giving written notice to the other party. Any fees paid to Saving Grace Adoption Services at that point are non-refundable. Any dispute between Saving Grace Adoption Services and any prospective adoptive family should first attempt to be settled by negotiating said dispute. Should a dispute not be able to be settled by negotiation, then all parties agree to the use of a third-party arbitrator. Arbitration will take place within Duval County, State of Florida. Furthermore, the arbitrator shall award the prevailing party the costs of arbitration, including but not limited to reasonable attorney fees.

The withholding of information or the providing of incorrect information which is material to Saving Grace Adoption Services legal responsibility to investigate an applicant's viability as a prospective adoptive parent in connection with either existing or prospective adoption proceedings or in anticipation of the placement of a child with the applicant for adoption, are grounds for the immediate termination of this agreement by Saving Grace Adoption Services and forfeiture of all payments made by the applicant to Saving Grace Adoption Services.

Should a prospective adoptive family withholding information or provide incorrect information relating to an arrest or the alleged commission of a misdemeanor or felony, or any criminal record arising out of an arrest, the withholding of information or the providing of incorrect information concerning the applicant's background, social, economic, medical, or behavioral health histories will prompt Saving Grace Adoption Services to terminate the agreement immediately. The contract for adoption home study services and fee service agreement shall be regulated by and interpreted in accordance with the laws of the State of Florida. By signing and dating this contract and fee service agreement, the prospective adoptive family acknowledges having reviewed this agreement.

Adoption Parent Signature/Printed Name (Client)

Date

Adoption Parent Signature/Printed Name (Client)

Date

Tara Giffith, LCSW

Executive Director (Company)

Date