

**TABLE I – STATE OF ORIGIN  
COSTS AND CONTRIBUTIONS  
TO BE PAID IN SCOTLAND  
2018**

**Date completed:**

This table is designed to provide prospective adoptive parents (“PAPs”) and other adoption actors with an overview of the costs and contributions (see p. 2 on the way to enter the “amount” in the tables) which may need to be paid in the above-mentioned State of origin when undertaking an intercountry adoption from that State. Unless indicated otherwise, the costs listed are for the adoption of ONE child.

Please note: In order to obtain a comprehensive overview of the costs and contributions which may need to be paid by the PAPs, one will need also to refer to Table II (costs and contributions to be paid in the receiving State) as completed by the receiving State in which the PAPs habitually reside.

Additional amounts, such as **travel costs** (which may include airfares and accommodation) may apply (see “travel requirements” section below) but only general information concerning this is requested in this table, not actual costs.

COSTS			
Purpose of the service covered by the cost	Charged by	Name of the authority, body or person	Amount <sup>1</sup> [currency]
Administrative application fee <sup>2</sup>	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> PA <input checked="" type="checkbox"/> N/A		
Administrative processing fee <sup>3</sup>	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> PA <input checked="" type="checkbox"/> N/A		
Court fees	<input checked="" type="checkbox"/> CT <input type="checkbox"/> N/A		We as the Central Authority have never had an outward intercountry adoption. This makes it difficult to answer this question as there are various routes to make a child available for adoption which may or may not involve the Courts.
Visa(s) for PAPs to enter the State of origin	<input checked="" type="checkbox"/> PA <input type="checkbox"/> N/A	The Home Office	Information available at the following <a href="#">link</a>
Specialised	Legal services (e.g., legal advice and representation) <input type="checkbox"/> AB SO <input type="checkbox"/> AB RS <sup>4</sup> <input checked="" type="checkbox"/> OP <input type="checkbox"/> N/A	Relevant solicitor/legal representative	This would be at the discretion of the relevant

<sup>1</sup> For each category of costs, please indicate the currency, fixed amount, if applicable, or the range (minimum to maximum) that is charged for each category. See also p. 2 of this document for more details on the way to enter the “amount” in the tables.

<sup>2</sup> States should use this category to indicate whether they charge a standard fee when PAPs submit an application to adopt.

<sup>3</sup> States should use this category to indicate whether they charge subsequent fees at different stages of the adoption procedure (e.g., when the matching is done).

<sup>4</sup> Only applicable if not included already in the costs for services by a receiving States accredited body mentioned in Table II.

professionals	in the State of origin)		employed by the prospective adoptive parents	solicitor/legal representative
	Notary's fees	√ OP <input type="checkbox"/> N/A	Relevant Notary Public employed by the prospective adoptive parents	This would be at the discretion of the relevant notary public
	Medical services (e.g., health examination for the child)	√ OP <input type="checkbox"/> N/A	The relevant adoption agency would include this unless additional information from the receiving state or prospective adoptive parents was requested.	This would be at the discretion of the relevant professional
	Psychologists / counselling	<input type="checkbox"/> AB SO <input type="checkbox"/> AB RS <sup>5</sup> √ OP <input type="checkbox"/> N/A	The relevant adoption agency would include this unless additional information from the receiving state or prospective adoptive parents was requested.	This would be at the discretion of the relevant professional

Specialised professionals	Interpreter in the State of origin	<input type="checkbox"/> AB SO <input type="checkbox"/> AB RS <sup>6</sup> √ OP <input type="checkbox"/> N/A	This would be at the request of the prospective adoptive parents	This would vary depending on the country in question
	Other: [please specify]			
Documentation	Birth certificate(s) of the child	√ PA <input type="checkbox"/> CT <input type="checkbox"/> N/A	National Records Scotland	Information available at the following <a href="#">link</a>
	Passport from the State of origin	√ PA <input type="checkbox"/> N/A	The Passport Office	Information available at the following <a href="#">link</a>
	Legalisation of documents in the State of origin	√ PA <input type="checkbox"/> CT <input type="checkbox"/> N/A	Foreign and Commonwealth Office	Information available at the following <a href="#">link</a>

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<sup>5</sup> *Ibid.*

<sup>6</sup> *Ibid.*

	Translation of documents in the State of origin	<input type="checkbox"/> AB SO <input type="checkbox"/> AB RS <sup>7</sup> <input type="checkbox"/> OP <input checked="" type="checkbox"/> N/A	All documents are in English – translation should not be necessary	
	Other: [please specify]			
	Other costs charged by an AB of the State of origin (not included in other categories) [please specify]	<input type="checkbox"/> AB SO <input checked="" type="checkbox"/> N/A		
	Emigration / Exit fees for the child (e.g., fee to exit the State) <sup>8</sup>	<input checked="" type="checkbox"/> PA <input type="checkbox"/> N/A	The Home Office	Information available at the following <a href="#">link</a>
	Other: [please specify]			

### CONTRIBUTIONS

Purpose	Charged by	Name of the authority, body or person	Amount [currency]
Contributions demanded by the State of origin [Please specify for what purpose this money is collected]	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> PA <input checked="" type="checkbox"/> N/A		
Contributions demanded by an accredited body of the State of origin [Please specify for what purpose this money is collected (e.g. for the care of the child)]	<input type="checkbox"/> AB SO <input checked="" type="checkbox"/> N/A		

### TRAVEL REQUIREMENTS

<p>[Please specify if prospective adoptive parent(s) is / are required to personally travel to the State of origin and the number of compulsory trips<sup>9</sup> as well as the minimum number of days which he / she / they are required to stay in the State of origin].</p>	<p>The prospective adoptive parents will be required to travel and collect the child should the state of origin and receiving state enter into a 17c agreement.</p> <p>The requirements under chapter 6, Section 59 of the following legislation also needs to be noted:  <a href="http://www.legislation.gov.uk/asp/2007/4/pdfs/asp_20070004_en.pdf">http://www.legislation.gov.uk/asp/2007/4/pdfs/asp_20070004_en.pdf</a></p>
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<sup>7</sup> *Ibid.*

<sup>8</sup> This category of costs does not refer to costs associated with the immigration of the child *into* the receiving State; instead, it refers to any fees charged by the authorities of the State of origin in order for the child to *exit* the territory.

<sup>9</sup> States should be aware of the psychological trauma to the child which could occur when several trips are made to meet the child before he or she is finally entrusted to the adoptive parents.

**TABLE II - RECEIVING STATE**

**COSTS AND CONTRIBUTIONS  
TO BE PAID IN SCOTLAND  
2016**

**Date completed:**

This table is designed to provide prospective adoptive parents ("PAPs") and other adoption actors with an overview of the costs and contributions (see p. 2 on the way to enter the "amount" in the tables) which may need to be paid in the above-mentioned receiving State when undertaking an intercountry adoption to that State. Unless indicated otherwise, the costs listed are for the adoption of ONE child.

Please note: In order to obtain a comprehensive overview of the costs and contributions which may need to be paid by the PAPs, one will need also to refer to Table I (costs and contributions to be paid in the State of origin) as completed by the State of origin in which the child habitually resides.

Additional amounts, such as **travel costs** (which may include airfares and accommodation) may apply but are not included in this table.

**SECTION I: GENERAL FIXED COSTS  
TO BE PAID IN THE RECEIVING STATE  
(regardless of the State of origin from which the adoptable child comes)**

COSTS			
Purpose of the service covered by the cost	Charged by	Name of the authority, body or person	Amount <sup>10</sup> [currency]
Charged by an authority			
Administrative application fee <sup>11</sup>	<input checked="" type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> PA <input type="checkbox"/> N/A	The Scottish Government	means tested: - household incomes (HI) below £25,000 a year = £0 - HI between £25,000 and £45,000 = £837.50 - HI over £45,001 = £1,675.00
Administrative processing fee <sup>12</sup>	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> PA <input checked="" type="checkbox"/> N/A		
Court fees	<input checked="" type="checkbox"/> CT <input type="checkbox"/> N/A	Scottish Courts and Tribunals	Available at the following <a href="#">link</a> – this only applies for non-Hague

<sup>10</sup> For each category of costs, please indicate the currency, fixed amount, if applicable, or the range (minimum to maximum) that is charged for each category. See also p. 2 of this document for more details on the way to enter the "amount" in the tables.

<sup>11</sup> States should use this category to indicate whether they charge a standard fee when PAPs submit an application to adopt.

<sup>12</sup> States should use this category to indicate whether they charge subsequent fees at different stages of the adoption procedure (*e.g.*, when the matching is done).

				adoptions and countries not on the <a href="#">2013 Regulations</a> (so the adoption can be recognised in Scotland/UK)
Documentation	Certificates issued in the receiving State ( <i>e.g.</i> , birth, marriage, criminal records)	<input checked="" type="checkbox"/> PA <input type="checkbox"/> CT <input type="checkbox"/> N/A	National Records Scotland	Information available at the following <a href="#">link</a>
	Passports (for PAPs and child)	<input checked="" type="checkbox"/> PA <input type="checkbox"/> N/A	The Passport Office	Information available at the following <a href="#">link</a>
Documentation	Immigration procedures for the child in the receiving State ( <i>e.g.</i> , visa or other entry requirement)	<input checked="" type="checkbox"/> PA <input type="checkbox"/> N/A	The Home Office	Information available at the following <a href="#">link</a>
	Other: [please specify]			
Charged by an AB in the RS <sup>13</sup>				
Purpose of the service covered by the cost		Charged by	Name of AB	Amount [currency]
Opening of the adoption case file		<input type="checkbox"/> AB RS <input checked="" type="checkbox"/> N/A		
Administration and file processing costs		<input checked="" type="checkbox"/> AB RS <input type="checkbox"/> N/A	The Scottish Government	£837.50 to £1,675.00 – means tested depending on annual income as explained in the following <a href="#">link</a>
Membership of the AB		<input type="checkbox"/> AB RS <input checked="" type="checkbox"/> N/A		
Other administrative costs / fee for overhead [please explain what fees cover]		<input checked="" type="checkbox"/> AB RS <input type="checkbox"/> N/A	Foreign and Commonwealth Office	Legalisation of the Certificate of Eligibility - £30.00 for the document and £5.50 for courier costs

<sup>13</sup> See Section II for specific costs according to each State of origin.


Please note: add as many rows to the table as required, according to the number of ABs present in your State.

Charged by an authority, an AB or other person			
Purpose of the service covered by the cost	Charged by	Name of the authority, body or person	Amount [currency]
Home study (preparation of the psychosocial evaluation on suitability to adopt of PAPs)	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> AB RS <input type="checkbox"/> AP RS <input checked="" type="checkbox"/> PA <input type="checkbox"/> N/A	Relevant adoption agency the PAPs wish to use	This cost varies throughout Scotland and is at the discretion of adoption agencies
General preparation, education and training programs for PAPs <sup>14</sup>	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> AB RS <input type="checkbox"/> AP RS <input checked="" type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A	Relevant adoption agency the PAPs wish to use	This cost varies throughout Scotland and is at the discretion of adoption agencies
Medical services and related certificates (e.g., health examination for PAPs)	<input type="checkbox"/> AB RS <input type="checkbox"/> AP RS <input checked="" type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A	Relevant adoption agency the PAPs wish to use will liaise with appropriate professionals for this	Unable to confirm – cost dependent on professional service/certificate required.
Legal advice and representation	<input type="checkbox"/> AB RS <input type="checkbox"/> AP RS <input checked="" type="checkbox"/> OP <input type="checkbox"/> N/A	This would be at the request of the prospective adoptive parents	Unable to confirm – cost dependent on professional advice required and rate they charge.
Additional psychological services (e.g., for special needs children and other services provided to the child)	<input type="checkbox"/> AB RS <input type="checkbox"/> AP RS <input checked="" type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A	NHS Scotland	For psychological childrens services only – CAMHS referral may be appropriate - <a href="#">link</a>
Post-adoption counselling	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input checked="" type="checkbox"/> AB RS <input type="checkbox"/> AP RS <input type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A	Relevant adoption agency the PAPs wish to use may have this service available	This cost varies throughout Scotland and is at the discretion of adoption agencies

<sup>14</sup> *Ibid.*

Others costs			
Purpose of the service covered by the cost	Charged by	Name of the authority, body or person	Amount [currency]
N/A			

### **SECTION II: OTHER POSSIBLE COSTS**

(Which may or may not be incurred by PAPs, depending upon the State of origin from which the adoptable child comes. Please ensure that the same costs are reported either in Table I (State of origin) or Table II (receiving State) but not in both)

Purpose of the service covered by the cost	Charged by	State of origin <sup>15</sup>	Amount [currency]
Legalisation of documents in the receiving State	<input checked="" type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A	Scotland as part of the UK	£30.00 per document and £5.50 courier costs
	<input type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A		
	<input type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A		
Translation of documents in the receiving State	<input type="checkbox"/> OP <input checked="" type="checkbox"/> N/A	All documents we have received are usually in English	
	<input type="checkbox"/> OP <input type="checkbox"/> N/A	On one occasion, we needed to translate a letter received from the Bulgarian Authority to understand their process	£182.00
	<input type="checkbox"/> OP <input type="checkbox"/> N/A		
Other (e.g., in the case of adoptions not mediated in the SO by an AB <sup>16</sup> )	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> PA <input type="checkbox"/> OP <input checked="" type="checkbox"/> N/A		
	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A		
	<input type="checkbox"/> CAN <input type="checkbox"/> CAR <input type="checkbox"/> PA <input type="checkbox"/> OP <input type="checkbox"/> N/A		

SCOTLAND	Charged by AB	Amount [currency]
Programme costs (e.g., costs to pay the representative in the State of origin, administrative / rental costs if applicable)	N/A	
Communication costs (e.g., telephone, internet, video-conferencing associated with a particular country)	N/A	
	N/A	

<sup>15</sup> Please note that the number of documents to be translated will depend on each State of origin. However, the price of the translation will be according to professionals' fees in the receiving State.

<sup>16</sup> These adoptions are not considered a good practice although they are permitted under the 1993 Hague Convention.

Specific preparation, education and training programmes for PAPs		
Preparation of post-adoption reports	This is carried out by the relevant adoption agency. If a local authority, there will be no cost.	
Other	N/A	

Please note: please complete one table for each State of origin with which your State works. Every table should contain one row for each accredited body authorised to work in the particular State of origin.

### **SECTION III: CONTRIBUTIONS DEMANDED BY AN AB FOR A SPECIFIC STATE**

SCOTLAND	Charged by AB	Amount [currency]
Contributions demanded by the accredited body of the receiving State [Please specify for what purpose the money is collected]	N/A	

Please note: please complete one table for each State of origin with which your State works. Every table should contain one row for each accredited body authorised to work in the particular State of origin.

### **SECTION IV: FINANCIAL ASSISTANCE**

FINANCIAL ASSISTANCE AVAILABLE TO PAPs (e.g., tax benefits or other allowances)			
Purpose	Applicable to all PAPs?	Name of authority, body or person providing assistance	Amount [currency]
Discount for low earners who wish to adopt from abroad.	Only those who earn a certain amount can claim a discount otherwise they will pay the full amount of £1,675.00	The Scottish Government	£837.50 to £1,675.00 – means tested depending on annual income as explained in the following <a href="#">link</a>

FINANCIAL ASSISTANCE AVAILABLE TO ABs (e.g., subsidies, tax benefits or other assistance)			
Purpose	Applicable to all ABs?	Name of authority, body or person providing assistance	Amount [currency]



N/A			
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