

PRIVATE ADOPTION PURCHASE OF SERVICE AGREEMENT

This Agreement is made by and between _____ hereinafter referred to as the "Purchaser," and Gateway Woods Family Services, Inc. hereinafter referred to as the "Provider" at P.O. Box 125 Leo, Indiana 46765.

1. Subject to its other provisions, the terms of this contract shall commence on the ____ day of _____, 20_____.
2. The Provider shall supply a written Home Study of the Purchaser in accordance with standards set forth for such services by the state of Indiana for all adoptions and the U.S. Citizenship and Immigration Services, the Hague-approved adoption placement agency, and the sending country for an international adoption.
3. The Purchaser is required to enlist a Hague-accredited primary provider who is willing to enter into an agreement with Gateway Woods Family Services for the duration of the adoption process and required post adoption period.
4. In domestic adoption the purchaser is required to attend Adoption Training provided by Gateway Woods. The Provider may choose to waive this training if the Purchaser has extensive knowledge of adoption related issues or has had equivalent training. In international adoption the purchaser must complete the required number of Hague- approved training hours mandated by the country of the prospective adoptive child, USCIS and the adoption placement agency before completion of the home study through Gateway Woods' Hague-approved training or other Hague-approved courses.
5. Placement fees are charged if the Provider works with a birth mother and places a child in the home for adoption. (A separate contact will be signed at the time of the match).
6. Post placement report(s) shall be provided as required. In the event that an adopted child is removed from the home prior to finalization, the Provider shall have no further obligation to provide written reports, or any other post placement services.
7. It is agreed that the fee for Home Study services payable in two payments of _____ each. The first payment is due at the Office Interview and the final payment is due at the Home Visit unless other payment arrangements are agreed upon in writing and signed by both parties. Services include a minimum of one office interview, and one home visit including an interview with all occupants of the home. Unless the prospective adoptive parent(s) fails to complete the paperwork for the home study or other requested background checks or evaluations are not completed, the written home study draft will be completed within 30 days of the home visit unless other arrangements are agreed upon in writing and signed by both parties. Home Study fees include 100 miles of travel. Additional travel is charged at the current IRS rate per mile at the time of the home visit.
8. Post Placement fees shall be due at the time of each post placement visit unless other payment arrangements are agreed upon in writing and signed by both parties and shall be billed according to the current fee schedule at the time of the visit. Fees include all post-placement supervision and preparation of reports due to the court or adopted child's country of origin. Post Placement fees include 100 miles of travel. Additional travel is charged at the current IRS rate per mile at the time of the home visit.
9. If services are discontinued, refunds will be assessed based on the amount of work that has been completed prior to cancellation. If services are cancelled due to applicants providing false information on the criminal history disclosure form, services will be discontinued and no refund will be given. Refunds will be given within 60 days of the cancellation of services.
10. The Purchaser has a duty to disclose any significant changes of their family circumstances to Gateway Woods Family Services within 15 days. Significant changes include: change of marital status, moving to a new residence, the addition, removal, or death of any child or adult in their household, change of employment and/or financial situation, and change in criminal history, substance abuse, and/or history of abuse or violence and a match with a child to be placed for adoption.
11. The Purchaser has received a copy of the adoption fees from the Provider.

WHEREFORE, the parties have hereunto set their hands this ____ day of _____ 20_____.

Adoptive Parent _____ Adoptive Parent _____

Adoption Representative _____ Executive Director _____