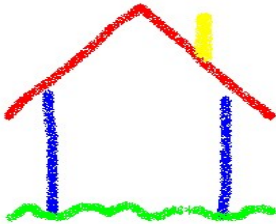


# Adoption Home Study Services of Ohio



## Service Agreement

**This Agreement is entered into by and between Adoption Home Study Services of Ohio and \_\_\_\_\_ ( adoptive applicants).**

**Both parties understand and agree to the following service provision terms:**

### **Adoption Home Study Services of Ohio's Responsibilities:**

1. Provide adoption home study services in compliance with Ohio State Law.
2. Assist families in understanding their range of adoption options.
3. Respect the family's right to choose an adoption plan which they determine best meets their life long family plan.
4. Provide advocacy services if requested.
5. Provide post placement services at the request of the applicant for a fee.
6. Provide home study in the format requested by the applicant and child placing agency.
7. Invoice family in accordance with the following fee structure:
  - \$1,500 home study \$ 800 update
  - \$ 600. restart fee - first year only
8. Reserves the right to approve or disapprove adoption home studies.

**Adoption Home Study Services of Ohio’s Responsibilities (continue):**

- 9. Reserves the right to request additional information and/or evaluations during the home study.
- 10. Approves a home study only after receipt of all clearance and required documents.

**Adoptive Applicant’s Responsibilities**

- 1. Be forthright and truthful in provision of information.
- 2. Submit all supporting documentation within three (3) months of initial application date. A re-start fee of \$ 600. will be charge if paperwork is not submitted within 3 months.
- 3. Pay fees according to fee structure:
  - \$ 1,500 fee at the time of initial application
  - \$ 800 home study update fee
  - \$ 600. restart fee within first year of application only.
  - \$ 500. review fee
- 3. Notify agency director immediately if any problems or concerns exist.

**Refund Policy:** Adoption Home Study Services will refund according to the following refund structure if the home study is terminated prior to completion.

- 1. A full refund will be given to any client who sends written notification of intent to withdraw application within 3 business days of the agency’s receipt of the application.
- 2. An \$ 800. refund will be given to any client who sends a written notification of intent to withdraw application within 10 business days of the agency’s receipt of the application.
- 3. No refund will be given after 10 business days of the agency’s receipt of the application.
- 4. There are no refunds available on home study updates.

**\*\* Please understand that you are paying for an assessment, not for an approval. No refund is given for a home study due to the fact that the conclusion is denial of approval.**

We acknowledge that we have read and understand the Adoption Home Study Service agreement, fee and refund structure. Intending to be legally bound we hereby agree to make payments in accordance with the above fee structure and agree to the terms outlined in this Service Agreement.

\_\_\_\_\_  
Adoptive Applicant #1’s Signature

\_\_\_\_\_  
date

\_\_\_\_\_  
Adoptive Applicant #2’s Signature

\_\_\_\_\_  
date