Application to join the Reunion and Information Register

This form is for anyone who has an interest in connecting with a person involved in an adoption by joining the Reunion and Information Register (RIR).

This register is maintained by the Adoption Information Unit (AIU).

Please see the checklist and information on the last page of this form which have been included to help you complete this application.

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **INFORMATION ABOUT YOU, THE APPLICANT** | | | | |
| Title | | * Mr  Mrs  Ms  Other (specify) | | |
| Your current surname | |  | | |
| Your current first name/s | |  | | |
| Previous names | |  | | |
| Your date of birth | | / / (DD/MM/YYYY) | | |
| Home address  (including postcode) | |  | | |
| Postal address  (including postcode) | |  | | |
| Email address | |  | | |
| Mobile number | |  | | |
| Work phone number (optional) | |  | | |
| Home phone number | |  | | |
| What is your preferred contact method? | | * Phone  Email  Post | | |
| Have you applied to AIU before? | | * Yes  No  Don’t know | | |
| Your status | | * Adopted Person  Birth Parent  Other (specify) | | |
| Are you Aboriginal or Torres Strait Islander? | | * Aboriginal  Torres Strait Islander * No  Don’t know | | |
| **INFORMATION ABOUT THE ADOPTION**  **Only complete the information that you know** | | | | |
| Date of birth of adopted person | | | / / (DD/MM/YYYY) | |
| Place of birth of adopted person  (and hospital if known) | | |  | |
| Was the adopted person under the care of a state welfare agency or in out-of- home care at any time? | | | * Yes  No  Don’t know | |
| Birth mother's name at the time of the adopted person's birth | | | Surname(s): First name(s): | |
| Other names used by birth mother  i.e. maiden name, alias | | | Surname(s): First name(s): | |
| Birth father's name at the time of the adopted person's birth | | | Surname(s): First name(s): | |
| Adopted person's name before adoption | | |  | |
| Adopted person's name after adoption | | |  | |
| Adoptive parents' names | | | Surname(s):  Mother’s first name(s): Father’s first name(s): | |
| Adoptive parents’ address at time of adoption | | |  | |
| **REUNION AND INFORMATION REGISTER** | | | | |
| Please indicate your wishes for how you want your name added to the RIR. | | | A reunion with a person ¨Yes ¨No  Leave information only ¨Yes ¨No  Please attach  Receive information only ¨Yes ¨No | |
| If you are hoping for a reunion, please list the people you are already in contact with  For example, if you are adopted list any birth relatives that you have already contacted. | | |  | |

|  |  |
| --- | --- |
| I understand it is my responsibility to contact the Adoption Information Unit to ensure my contact details are current at all times. | ¨Yes |
| I am aware that it is an offence to leave a message intended to intimidate, harass or threaten a person.  As per the *Adoption Regulation 2015 (clause 123)* | ¨Yes |
| I am aware my last known name and address may be passed on to another person if they are entitled to this information under the *Adoption Act 2000*. | ¨Yes |

Additional information required if you are **not** a birth parent or an adopted person. If there is not enough space for your response please attach a separate letter with your signature

|  |  |
| --- | --- |
| Please explain your interest in the person you wish to be reunited with. | |
| Is the birth parent or the adopted person aware of your application? If so, what are their views? | |
| What are your hopes/intentions for joining the RIR? | |
| **DECLARATION** | |
| I, the applicant, declare that the particulars above are true and correct to the best of my knowledge.  Signed \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date / / (DD/MM/YYYY) | |

**Checklist of documents to include with your application**

Your application cannot be processed until all documentation is received

* Completed and signed application form.
* Two forms of identification at least one of which includes your signature. Examples of identity documents include; photo drivers licence, Medicare card, passport, birth certificate, health care or pension card and student card.
* Evidence of change of name, if applicable. If you have changed your name please provide either; marriage certificate, change of name certificate or a statutory declaration explaining why you cannot provide documents showing your change of name and how you did this.
* If you want to leave a message on the RIR, please attach a message/letter to this application.

**How to submit your application**

Applications can submit by post or by email.

**Post:** Adoption Information Unit

Department of Communities and Justice

Locked Bag 5000

PARRAMATTA NSW 2124

Email: [adoption.information@dcj.nsw.gov.au](mailto:adoption.information@dcj.nsw.gov.au)

Website: [www.facs.nsw.gov.au/families/adoption/finding-info](http://www.facs.nsw.gov.au/families/adoption/finding-info)

Contact us if you need any help to complete your application

Phone: **02 9716 3005** or **1300 799 023** (local call within Australia from a land line)

**Information about this application form**

**Information about you**

If you are living overseas or interstate, please include your email address as this will assist us to contact you if we need further information.

**Reunion and Information Register (RIR)**

Adopted people over 18 years, birth parents and adoptive parents are eligible to have their names recorded on the RIR and/or to leave messages for other parties to the adoption.

Adopted children over the age of 12 years, and under the age of 18 years may place their name on the register with their adoptive parents’ consent, or the consent of the Secretary Department Communities and Justice.

Other people who have an interest in an adopted person or birth parent can apply to have their names placed on the RIR. These people include: putative birth fathers, siblings, grandparents, aunts, uncles and close friends.

The RIR is a passive means of making contact. The department does not search for the person you are looking for – the other person must indicate their willingness to make contact by also joining the RIR. If a match between two parties occur on the RIR, a reunion will be facilitated by the Adoption Information Unit.

If you have identifying adoption information, you can do your own searches and make contact whether or not you join the RIR.