



STEPHANIE M. HANSEL
COURT EXECUTIVE OFFICER

SUPERIOR COURT OF CALIFORNIA

COUNTY OF SUTTER

1175 Civic Center Boulevard, Yuba City, CA 95993
Civil Division

ADOPTION RESEARCH REQUEST

Please fill out the local form, "Application and Order Re: Release of Adoption Records, CV-01", along with the following items:

1. A copy of your current photo ID. Requesting party must be involved with the adoption matter (such as a parent or child) in order to request the information.
2. A \$20.00 fee is required upfront with your Identification and Application and Order Re: Release of Adoption Records filled out and signed.
3. If you are requesting it be certified, the fee is \$40.00 per document and \$.50 per page. The clerk will contact you after the process is complete for any additional payment of costs.
4. A self-addressed envelope with sufficient postage to return the documents.
5. Provide a case number, if known, or any other information that may assist us in the research.
6. Please be certain the adoption was filed and finalized in Sutter County.

Please allow four to six weeks for processing.

Thank you