

Referrals to the Public Guardian and Trustee (PGT) when an adoption agency is sole guardian

This form is for adoption agencies to notify the PGT about the adoption process. Under Section 24 of the Adoption Act, when a child's birth parent(s) or other guardian(s) consent to the adoption of the child by requesting the Director of Adoptions at the Ministry of Children and Family Development or an Administrator of an adoption agency place the child for adoption, the Director or the Administrator becomes guardian of the child (until an Adoption Order is granted) and the PGT becomes property guardian. Notice to the PGT is required in order to start this appointment.

Please complete the appropriate section at each stage of the adoption process. Send the form at each stage to the PGT by email at cys@trustee.bc.ca or by mail to 700-808 West Hastings Street Vancouver, BC V6C 3L3, attention: **Child and Youth Services**.

Information is collected under the Freedom of Information and Protection of Privacy Act (FOIPPA) and other applicable legislation. If you have any questions about the collection, use or disclosure of information, contact the PGT's Information and Privacy Officer at 604-660-4444 or mail@trustee.bc.ca.

Stage 1 - Consent to adoption by birth parent(s) or guardian(s)

Full name of child	Date of birth	Date of consent
<input type="text"/>	<input type="text"/>	<input type="text"/>

Name of parent or guardian 1	Relationship (if not a parent)
<input type="text"/>	<input type="text"/>

Name of parent or guardian 2	Relationship (if not a parent)
<input type="text"/>	<input type="text"/>

List any known assets of child, e.g. real property, bank accounts, etc.

Name of adoption agency or ministry district office	Name of administrator/director	Phone
<input type="text"/>	<input type="text"/>	<input type="text"/>

Address	Fax
<input type="text"/>	<input type="text"/>

Administrator/director signature	Title	Date
<input type="text"/>	<input type="text"/>	<input type="text"/>

Stage 2 - Placement of child with adoptive parents (probationary period)

Name of adoptive parent(s)

Date of placement

Address

Postal code

Any known assets of child, e.g. real property, bank accounts, etc.

Phone

Administrator/director signature

Title

Date

Stage 3 - Finalization of adoption

Name change of child

Adoption order recieved?

Yes No

Address of adoptive parent(s) if different than address in Stage 2

Postal code

Administrator/director signature

Title

Date

If you have any questions about completing this form, feel free to contact us at the numbers listed below. Mail, email or fax the completed form as per the information below, attention: **Child and Youth Services**.

Child and Youth Services

700-808 West Hastings Street
Vancouver, B.C. V6C 3L3

Phone 604-775-3480
Fax 604-660-5095
Email cys@trustee.bc.ca

PGT hours of operation

Monday to Friday 8:30am to 4:30pm