



Fee Agreement for Services – Sierra Leone (adoption complete)

Primary Provider/UAA Program Fees:

Application Fee \$200

Fees Due within 30 days of Preliminary Application Approval (one child):

Agency Fee 1 \$1,000
 Monitoring and Oversight Fee \$500/child
 In Country Attorney Review and Approval Fee \$4,000

Fees Due at Frank Adoption Center Home Study Review:

Agency Fee 2 \$4,000
 US Attorney Fee 1 \$2,000*

**this fee will be paid directly to Dempsey Law*

Fees Due Prior to I600/I800 Filing (one child):

Agency Fee 3 \$3,000
 Hague Reaccreditation Fee \$1,000
 Post Adoption Report Deposit* \$1,000

**this fee will be refunded to you once post adoption reporting is complete*

US Attorney Fee 2 \$1,000*

**this fee will be paid directly to Dempsey Law*

Total Fees Paid to Frank Adoption Center (one child) \$14,700

Total Fees Paid to Dempsey Law (one child) \$3,000

Estimated Costs Paid to Other Entities \$3,690 – 4,590

This estimate does not include fees paid to in country attorney, orphanage, or governmental organizations. FAC will work with you and your in country provider(s) to determine these fees and will provide a supplemental fee agreement to stipulate these fees and their due date(s) to the best of the agency's ability.

Total *Approx. \$17,700+ (less home study fee, post-adoption fee and travel cost)*

Total Fees if Adopting More Than 1 Child:

Sibling Fee (if adopting more than 1 child) \$1,500

*If adopting more than one child, a **Sibling Fee** will be charged by both Frank Adoption Center (\$1,500) and Dempsey Law (\$1,500) at Adoption Finalization OR prior to I600/I800 filing.*

To Frank Adoption Center \$16,200

**Plus \$500 per additional child as Monitoring and Oversight Fee*

To Dempsey Law \$4,500

Estimated Travel Expenses:

Travel cost will vary considerably depending on length of stay, number of travelers, time of year, and level of comfort desired. Typically, families can expect to pay \$1200-\$1800 per plane ticket, \$15-\$100 per night for guest houses or hotels, \$50-\$70 per day for drivers, and \$30 to \$50 per day for meals. Families should estimate \$12,000-\$15,000 in travel expenses for the 1 required trip. 96.40(c)(2).

****Should you receive a Request for Evidence at any point in your adoption process, both Dempsey Law and Frank Adoption may charge an additional fee to compile and submit a response, dependent on the nature of the request.***

All invoices are due within 30 days of issue. After 30 days, a 5% late fee will be charged and a second invoice issued, to be paid within a second 30 days. Please know that failure to pay within the allotted time frame may cause Frank Adoption Center to stop or delay your adoption/visa process or to cancel your contract and cease to serve as your Primary Provider. All invoices must be paid in full prior to our filing your child’s US visa application.

If you utilized an in-country attorney or other service provider to complete your adoption in Sierra Leone, please provide Frank Adoption Center with their name and contact information.

Please note that if it is necessary to obtain verification of your documents, Frank Adoption Center works only with our established in country attorney partners. We will not work with any other attorney unless there are exceptional circumstances, to be determined by Frank Adoption Center at our discretion.

An Addendum to this Fee Agreement may be provided after initial signing of this document. The Addendum will detail any additional costs associated with your adoption process, in the US or in Sierra Leone, and will be agreed upon by all parties prior to any money being exchanged. This addendum may change as your process continues.

Further Explanation of Fees:

Application Fee.....\$200

Due with submission of Application. This is a fee for adoption expenses in the United States. 96.40(b)(2). While we will likely issue a tentative approval upon initial review of your application, a formal approval will not be given until:

- *Your initial invoice of \$1,500 has been paid*
- *A Domestic Provider Agreement has been executed between Frank Adoption Center and your Home Study Agency*
- *If it is your intention to adopt a child already known to you, we ask that you provide us with any information related to the child at this time. Please note that it may be necessary for Frank Adoption Center to establish a Foreign Supervised Provider relationship with providers in country, specific to your case. If so, formal approval of your application will not be given until a full Foreign Supervised Provider file as been created.*

Agency Fee 1.....\$1,000

You will be billed for this fee once your Application and signed Fee and Placing Agreements are received. This is a fee for adoption expenses in the United States. 96.40(b)(2). Payment is due within 30 days of receipt and must be received in order to formally approve your application.

Includes issuance of agreement with Clients’ Home Study agency and administrative costs associated with creation of family’s file.

Monitoring and Oversight Fee.....\$500/child

You will be billed for this fee once your application and signed fee and placing agreements are received. This is a fee for adoption expenses in the United States collected by FAC and paid to a third-party, IAAME. 96.40(b)(2). IAAME is FAC’s accrediting entity. The amount billed will be based on the number of children listed on your initial application. A first payment of \$500 will be made to IAAME at the start of your process and the additional \$500 fee per additional child listed on your application billed will be held in escrow until needed. Should you not accept the referrals of all children originally indicated on your application, any excess of this fee will be returned to you

within thirty (30) days of referral acceptance. Payment is due within 30 days of receipt and must be received in order to formally approve your application. Should the family accept one or more additional referrals than was indicated on the application, the family will be invoiced \$500 per each additional referral accepted.

This is a fee that will be paid by Frank Adoption Center directly to Intercountry Adoption Accreditation and Maintenance Entity (IAAME). Frank Adoption Center does not dictate this fee, nor do we have the authority to change or alter it in any way. It is non-refundable, regardless of the outcome of a family's adoption.

In Country Attorney Review and Approval Fee.....\$4,000

You will be billed for this fee once your application and signed Fee and Placing Agreements are received. Payment is due within 30 days and must be received in order to formally approve your application.

Includes formal review of existing paperwork by Frank Adoption Center's attorney partner in Sierra Leone, as well as gathering any documents from the Ministry, Court or any other party that may be needed in relation to your adoption. Review will ensure your documents meet the legal requirements of Sierra Leone and will allow Frank Adoption Center to obtain a Legal Opinion Letter on your behalf (96.40(b)(3)). This is required in all cases in which an adoption has already been finalized in Sierra Leone. It will also ensure we are submitting a complete file to US officials when filing for your child's US visa.

Agency Fee 2.....\$4,000

You will be billed for this fee once Frank Adoption Center receives your home study draft for review. Payment is due within 30 days of receipt. This is a fee for adoption expenses in the United States. 96.40(b)(2).

Includes review of Home Study and verification of all parent training required up to this point. Includes initiation of work in country, including provision of supervisory activities to in country partners and review, verification and obtaining of foreign documents.

Please note that this does not include review and response to any Request for Evidence or Notice of Intent to Deny potentially received at this stage.

Agency Fee 3.....\$3,000

This fee will be billed within 2 weeks of adoption finalization in country. Payment is due within 30 days of receipt. Any outstanding invoices must be paid in full prior to filing of your I600 application.

Includes review and edits of I600 application and full compilation of US visa filing, along with submission of filing to the appropriate US entity. This fee is for adoption expenses in the United States. 96.40(b)(2).

Please note that this does not include review and response to any Request for Evidence or Notice of Intent to Deny received at this stage.

Hague Administration Fee.....\$1,000

You will be billed for this fee along with Agency Fee 3. Payment is due within 30 days of receipt.

This fee is for adoption expenses in the United States. 96.40(b)(2). The services associated with this fee include the personnel services and communication required to maintain Hague Accreditation.

Sibling Fee.....\$1,500

This fee will be billed with Agency Fee 3 and applies only to families adopting more than 1 child. Payment is due within 30 days of receipt.

This fee applies only to families adopting more than 1 child. The fee is per adoptive family, not per child, and will be charged only once regardless of the number of children being adopted and is not dependent on their biological sibling status. This refundable fee is for adoption expenses in the United States. 96.40(b)(2).

Post Adoption Report Deposit.....\$1,000

This fee will be billed with Agency Fee 3. Payment is due within 30 days of receipt.

This refundable fee is for adoption expenses in the United States. 96.40(b)(2). *Once all Post Adoption Reports have been completed and have been sent to FAC and/or to the correct in country entity, this fee will be refunded to you.*

Post-Adoption Fee.....\$750 - \$2,500 (for two reports)

Post Adoption Reports are vital to ensure countries remain open for adoption to the US. At minimum, families will be asked to complete visits/reports by a social worker at 3 and 6 months after arrival to the US with your child(ren). In addition, your state may have their own specific requirements. This is applicable for relative cases and non-relative cases. The adopting family will pay their post-adoption preparer agency directly. Frank may provide these services to adopting families in North Carolina. 96.40(b)(7).

Fees Payable to Other Agencies:

I600A Filing Cost.....\$775

Payable to USCIS at time of filing. This is a third-party fee paid directly by adopting family. 96.40(c)(1).

I600A Supplement 3 Filing Cost...\$0

This form will be required if there is a change in your living situation after approval of your I600. It will also be necessary should you need to file an extension of your current USCIS approval.

Biometrics/Fingerprint Fee.....\$85/adult in the home

Payable to USCIS at time of I600A filing. This is a third-party fee paid directly by adopting family. 96.40(c)(1).

Please be aware that USCIS may change their fees at any time and are likely to alter them at some point during the 2021-22 calendar year. If this happens, we will notify you of how you may be effected by the change.

US Visa Fee.....\$325

Payable to US Department of Homeland Security prior to obtaining child's US visa. This fee may change at the discretion of US DOS. This is a third-party fee paid directly by adopting family. 96.40(c)(1).

DNA Testing Fee.....\$1,000

The need for DNA testing is determined by the US Embassy during the I604 investigation. This testing fee is paid by the adopting family and is typically \$1,000, though this could change based on testing location or Embassy policy change. This is a third-party fee paid directly by adopting family. 96.40(c)(1).

Medical Fees.....~\$800-1,000/child

Visa Medical Exams are required by the US Embassy after the I604 investigation. This fee is paid by the adopting family to Aspen Medical Clinic and is typically \$800-1,000, depending on services needed for the child. This is a third-party fee paid directly by adopting family. 96.40(c)(1).

Sierra Leone Passport.....~\$100-300/child

Families may use to acquire a passport for their child themselves while in country, the fee listed by the Sierra Leone passport office is \$100. Families may choose to hire a facilitator to acquire the passport for the child while the family returns to the US to await the completion of the process, the fee for this is typically \$300+ and includes the cost of the passport itself. This is a third-party fee paid directly by adopting family. 96.40(c)(1).

Home Study Fee.....varies, estimated at \$1,500-4,000

You will complete your home study with an exempted provider of FAC. This home study fee is approximate and will be based on the home study provider. The fee will be paid directly to the third-party home study provider. 96.40(b)(1). You must utilize a Hague accredited Home Study agency in your state of residence, if possible. You will work directly with this agency and will pay them based on their fee schedule. Frank may provide home study services to adopting families in North Carolina.

While we do not anticipate Frank Adoption Center or our in-country staff being needed to transport witnesses, children or anyone else involved in your case to the Ministry, Court or Embassy, SHOULD THIS

BE REQUIRED, a transportation fee will be charged accordingly and must be paid prior to an appointment being made. This fee change will be noted on your Supplemental/Addendum Fee Agreement and will be agreed upon prior to any money being exchanged.

Unless specifically noted, all fees paid to in country providers must go through Frank Adoption Center; families should NOT make direct payments to any attorneys, orphanage directors, government officials, or other entity outside of the US.

An Addendum to this Fee Agreement may be provided after initial signing of this document. The Addendum will detail any additional costs associated with your adoption process, in the US or in Sierra Leone, and will be agreed upon by all parties prior to any money being exchanged. This addendum may change as your process continues.

US Based Attorney Fees:

For all of our cases, Frank Adoption Center partners with Dempsey Law (<https://www.kdempseylaw.com/>). Kelly's legal knowledge and adoption expertise plays a vital role in ensuring your visa filing is as comprehensive as possible. After submitting your initial paperwork to Frank Adoption Center, your Application will be shared with Dempsey Law and you will be sent an engagement packet related to the firm's services, along with an initial invoice.

Attorney Fee 1.....\$2,500

This fee will be billed once your application and signed agreements are submitted to Frank Adoption Center. It is due within 30 days of receipt.

This fee includes review of any documents already obtained in country, ensuring they meet the legal standards of both the sending country and the US. It also includes assistance with filing of the I600A/I800A and follow up related to approval and expiration dates as your case moves forward. *This is a third-party fee paid directly by adopting family. 96.40(c)(1).*

Attorney Fee 2.....\$2,000

This fee will be billed prior to I600/I800 filing and is due within 30 days of receipt.

This fee includes compilation of a child's full I600/I800 filing, along with consultation and follow up after submission and as you prepare for your child's and later your own visa interview with the US Embassy. *This is a third-party fee paid directly by adopting family. 96.40(c)(1).*

Sibling Fee – Dempsey Law.....\$1,500

This fee is due with Attorney Fee 2 and is billed per family, not per child, regardless of children's biological sibling status. This is a third-party fee paid directly by adopting family. 96.40(c)(1).

Explanation of Fees

Home study fee: The home study fee is the expected total fee and estimated expenses for home study preparation and approval. The home study will be prepared by a supervised provider, exempted provider, or approved person and approved as required under § 96.47 of Frank Adoption Center unless otherwise agreed. *96.40(b)(1).*

Adoption expenses in the United States: The following fees are for adoption expenses in the United States: application fee, agency fees, Hague administration fee, monitoring and oversight fee, dossier file prep fee, sibling fee – agency and post-adoption deposit. These are the expected total fees and estimated expenses for all adoption services other than the home study that will be provided in the United States. This category includes, but is not limited to, personnel costs, administrative overhead, operational costs, training and education, communications and publications costs, and any other costs related to providing adoption services in the United States. *96.40(b)(2).*

Foreign country program expenses: This fee encompasses the expected total fees and estimated expenses for all adoption services that will be provided in the child's country of origin. This category includes, but is not limited to, costs for personnel, administrative overhead, training, education, legal services, and communications, and any other costs related to providing adoption services in the child's country. *96.40(b)(3)*.

Care of the child: This expected total fee and estimated expenses charged to prospective adoptive parent(s) for the care of the child in the country of origin prior to adoption, including, but not limited to, costs for food, clothing, shelter and medical care; foster care services; orphanage care; and any other services provided directly to the child. *96.40(b)(4)*.

Translation and document expenses: The fee is for the expected total fees and estimated expenses for obtaining any necessary documents and for any translation of documents related to the adoption, along with information on whether the family will be expected to pay such costs directly or to third parties, either in the United States or in the child's country of origin, or through the agency or person. This category includes, but is not limited to, costs for obtaining, translating, or copying records or documents required to complete the adoption, costs for the child's court documents, passport, adoption certificate and other documents related to the adoption, and costs for notarizations and certifications. The family will pay this fee to Frank Adoption Center for distribution to third parties. *96.40(b)(5)*. There are no translation expenses.

Contributions: This is a fee for any fixed contribution amount or percentage that the family will be expected or required to make to child protection or child welfare service programs in the child's country of origin country or in the United States. If this fee is applicable it will be provided along with an explanation of the intended use of the contribution and the manner in which the transaction will be recorded and accounted for. *96.40(b)(6)*. This fee is not applicable, unless agreed to in the family-specific fee supplement provided to the family prior to application. *96.40(b)(6)*.

Post-placement and post-adoption reports: This is a fee for the expected total fees and estimated expenses for any post-placement or post-adoption reports that the agency or person or parent(s) must prepare in light of any requirements of the expected country of origin. *96.40(b)(7)*.

Third party fees: These fees are the expected total fees and estimated expenses for services that the family will be responsible to pay directly to a third party that are not otherwise disclosed in the other categories listed above. Such third-party fees include, but are not limited to, fees to competent authorities for services rendered or Central Authority processing fees. These also include legal fees in the United States. *96.40(c)(1)*.

Travel and accommodation expenses. The fee is the expected total fees and estimated expenses for any travel, transportation, and accommodation services arranged by the agency or person for the family. These fees and expenses can vary greatly depending on when travel occurs, length of stay in country, preferences of the family. The country specific fees estimate are provided to the family prior to application in the family-specific supplement. *96.40(c)(2)*.

Frank Adoption Center holds a standard Foreign Supervised Provider agreement with all of our in country partners and staff. This agreement names fees to be paid and when they are due, along with dictating which foreign entity is responsible for each of the Hague stipulated six adoption services. FAC will also require a copy of any contract signed between the adopting family and foreign provider(s). Foreign Provider will be responsible for providing bank wire information to FAC so fees can be sent.

Your inability to pay for all or any part of FAC's fee will not be an immediate disqualifying factor in determining your eligibility for adoption.

Should your case not be completed within 18 months of the date your Fee Agreement is signed, FAC may opt to complete a full case review, including updating any documents and ensuring they are submitted to the proper officials in both the US and in country. Determination as to whether or not this review will be needed will be made by FAC and Dempsey Law and based on a number of factors, including but not limited to: history of adoptions in the country, input from overseas providers, discussion with other agencies working in the country. ***The fee for this service will be \$1000.***

Frank Adoption Center does not customarily charge additional fees and expenses beyond those disclosed in this document. In the event of additional unforeseen expenses in the foreign country, Frank will disclose the fees and expenses in writing for which the client family will be held responsible; obtain consent from the client family before expending fees in excess of \$1,000; and provide receipts/evidence of how money is spent. These fees may relate to mailing costs, translations, apostille/authentication of documents, child care, contributions, additional medical, visa and interview appointments, and other in country costs. *96.40(g)*.

If your child is residing in a country/orphanage/foster placement that typically relies on financial support from adoptive families, this amount and a payment schedule will be agreed upon prior to funds being sent. All monies will be sent through Frank Adoption and proof of payment will be obtained. Monthly support fee typically ranges from \$100-\$250/month for the duration of the adoption process.

If your child is residing in a country/orphanage/foster placement in which it is customary for families to make a donation once their child's adoption is complete, this information will be disclosed in writing prior to any monies being sent. Proof of payment will be obtained and the reimbursement for such donation will be the responsibility of the adoptive family.

For families living in North Carolina, Frank Adoption Center may be able to complete home study, post adoption/post placement and re-adoption services. For information on these services, please contact mbk@frankadopt.org.

By signing this Fee Agreement, I/we acknowledge having received this Fee Agreement prior to submitting my/our application to Frank Adoption Center. I/we understand the expected total fees and estimated expenses and the conditions under which fees or expenses may be charged, waived, reduced, or refunded and of when and how the fees and expenses must be paid. *96.40(a)*.

Signature

Signature

Print Name

Print Name

Date

Date