



### Fee Agreement for Services

#### ***Sierra Leone Program***

Application Fee	<b>\$200</b>
<b>Fees Due within 30 days of Preliminary Application Approval (one child):</b>	<b>\$1,500</b>
Agency Fee 1	\$1,000
Monitoring and Oversight Fee	\$500/child
<b>Fees Due at Frank Adoption Center Home Study Review (one child):</b>	<b>\$11,500</b>
Agency Fee 2	\$4,000
In Country Attorney Fee	\$5,000*
<i>*plus \$1,000/sibling OR \$2,000/non related child</i>	
US Attorney Fee 1	\$2,000*
<i>*this fee will be paid directly to Dempsey Law</i>	
<b>Fees Due at Submission of Dossier (one child):</b>	<b>\$6,600</b>
Foreign Dossier Prep Fee	\$500
Transfer Cost Fee	\$500
Intercountry Foreign Fee	\$5,000
<i>*plus \$2,500/additional child</i>	
6 Month Financial Support Fee	\$600/child
<i>*this fee will likely continue longer than initial 6 month guardianship period</i>	
<b>Fees Due at Adoption Finalization (one child):</b>	<b>\$7,000</b>
Agency Fee 3	\$3,000
Hague Reaccreditation Fee	\$1,000
Post Adoption Report Deposit*	\$1,000
<i>*this fee will be refunded to you once post adoption reporting is complete</i>	
US Attorney Fee 2	\$2,500*
<i>*this fee will be paid directly to Dempsey Law</i>	
<b>Total Fees Paid to Frank Adoption Center (one child)</b>	<b>\$23,300</b>
<b>Total Fees Paid to Dempsey Law (one child)</b>	<b>\$4,500</b>

#### **Estimated Costs Paid to Other Entities \$4,500 – 5,100**

*This estimate includes the cost of a home study in your state of residence, US visa application and visa fees, in country medical appointments, potential DNA testing fee and your child's Sierra Leone passport.*

#### **Additional Fees if Adopting More Than 1 Child:**

**Sibling Fee (if adopting more than 1 child)** \$3,000  
*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.***

*Payments to Frank Adoption Center can be made via personal or bank check; Paypal; or by credit card. Please note that both PayPal and the credit card processing service (Stripe) charge an approximately 3% fee. Frank Adoption Center will calculate this fee and **you will be sent a final invoice of this total once fees are paid at Adoption Finalization.***

*\*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.*

**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, \$50-\$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 3 required trips combined.*

**\*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.**

**Please note that 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; 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. 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. 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 fees billed will be held in escrow until needed. Should you not complete the adoption of all children originally indicated on your application, any excess of this fee will be returned to you. Payment is due within 30 days of receipt and must be received in order to formally approve your application.*

*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.*

**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.*

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.

**In Country Attorney Fee.....\$5,000 (one child)**

*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. Should you adopt more than one child, the fee will increase by \$1,000/biological sibling OR \$2,000/non relative child.*

This fee is paid by Frank Adoption Center directly to our in country attorney partner and is based on a contract provided to you by Frank Adoption Center that will established a working relationship between you and her firm. This fee is meant to cover legal fees; any fees associated with obtaining documents in relation to your case; filing fees; and any fees paid to the Ministry and other government entities. It includes review of your dossier and of your child's documents as they are issued, along with ongoing appointments with the Ministry and the Courts.

**Foreign Dossier Prep Fee.....\$500**

*You will be billed for this fee upon submission of your dossier to Sierra Leone. Payment is due within 30 days of receipt. Includes the cost of review and approval of your dossier by Frank Adoption Center staff, along with submission of the dossier (electronically and by mail if requested) to our partners in country.*

**Transfer Cost Fee.....\$500**

*You will be billed for this fee upon submission of your dossier to Sierra Leone. Payment is due within 30 days of receipt. This fee will cover the costs of wire transfers to recipients in country; of bank transfer costs; and of Fed Ex/DHL fees (including those documents sent by Dempsey Law). Should this amount exceed \$500 before the adoption is completed, families will be billed for any additional costs incurred as they arise.*

**Intercountry Foreign Fee.....\$5,000 (one child)**

*You will be billed for this fee upon submission of your dossier to Sierra Leone. Payment is due within 30 days of receipt. Should you adopt more than one child, the fee will increase by \$2,500/child.*

This fee is related to monies paid to our partner homes in Sierra Leone and meant to provide support to all the children in their care. The amount and schedule of payments is established by an inter-agency Memorandum of Understanding between FAC and home directors and representatives.

**6 Month Financial Support Fee.....\$600**

*You will be billed for this fee upon submission of your dossier to Sierra Leone. Payment is due within 30 days of receipt. Please know that your adoption process will take more than 6 months and monthly payments of \$100 will continue (due upon receipt) until your child's visa has been issued. Frank Adoption Center will sending these payments via bank wire at the first of each month.*

Sierra Leone requires that families show financial support of their child for a minimum period of 6 months prior to being granted an Adoption Order. Frank Adoption Center asks that families pay this fee at a rate of \$100/child/month. The money will be held in our account and wired monthly on your behalf. Because your adoption visa will not be issued for several more months (families should anticipate an additional 6-9 months), this \$100/month guardianship payment will continue and Frank Adoption Center will invoice you at the start of each month until your process is complete.

**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.

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 Reaccreditation Fee.....\$1,000**

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

This is a fee that will be paid by FAC to IAAME at the time of our Hague Reaccreditation and has been calculated based on IAAME's proposed fee schedule and FAC's anticipated caseload for the coming years. This fee may also be used towards administrative costs related to FAC's Hague renewal process or any fees charged by IAAME in relation to our agency's license.

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

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

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. *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.*

**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.

**Fees Payable to Other Agencies:**

**I600A Filing Cost.....\$775**

*Payable to USCIS at time of filing.*

**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.*

**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.*

**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.*

**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.*

**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 fee is paid by the adopting family.*

**Home Study Fee.....varies, estimated at \$1,500-2,000**

You must utilize a Hague accredited Home Study agency in your state of residence. You will work directly with this agency and will pay them based on their fee schedule.

**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.*

**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.**

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.

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](mailto:mbk@frankadopt.org).

**This Agreement must be signed in front of a notary!**

In signing this document: FEE AGREEMENT, the \_\_\_\_\_ family agrees to utilize the services of Frank Adoption Center. Specifically, the \_\_\_\_\_ family will work with Frank Adoption Center to complete the following services: adoption from Sierra Leone.

All parties have read and agreed to the conditions named in this document.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Print Name

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

State of \_\_\_\_\_

County of \_\_\_\_\_

I, \_\_\_\_\_, Notary Public in and for \_\_\_\_\_

hereby certify that \_\_\_\_\_

have personally appeared before me and signed the fore-going Document.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_.

Notary Public:

My Commission Expires: \_\_\_\_\_