



Dear Prospective CCAI Family,

Thank you for your interest in adopting a Chinese child and for considering CCAI in your research of agencies.

As part of the approval process in Georgia, we are required to receive three references with one of them being a family reference. Please forward the enclosed cover letter as well as the reference form to your selected references. They can either return the completed form to you in a sealed envelope for you to submit with your application, mail the form directly to our GA office or fax it to our office at 404-250-0099.

On the cover letter, please insert the date and the name of the person you are giving the reference form to in the “Dear” Section and your names in the sentence below that. On the Reference form, please put your name on the “Applicants” line and their name on the “Reference” line.

We will also need the completed Acknowledgement form, the DHR Release and Request for Information form, and the Prior Work with Other Children form submitted with your application. All Georgia families are required to attend an orientation meeting after their application is approved and before their home study can be started.

We look forward to receiving your application and helping you begin your adoption journey. Please feel free to call me if you have questions or need additional clarifications.

Sincerely yours,

Chaunda Brooks, Case Manager
404-250-0055/ext.201
ga-application@chinesechildren.org