

*SAMPLE LETTER TO THE COURT WITH PETITION, DECLARATION AND PROPOSED ORDER SEEKING TO TERMINATE PARENTAL RIGHTS OF AN ALLEGED FATHER WHOSE WHEREABOUTS ARE UNKNOWN*

Date:

Honorable Presiding Judge  
\_\_\_\_\_ County Superior Court

Address:

Attn: Family Law clerk

**SENT VIA EXPRESS/OVERNIGHT**

**RE: (Last Name of Adoptive Parent) Stepparent Adoption**  
\_\_\_\_\_ **County Superior Court Case Number:**

Good morning Your Honor:

Enclosed please find the following documents for your consideration:

1. Petition to Terminate Parental Rights of the Unknown Alleged Father
2. Declaration of Mother in Support of Petition to Terminate Parental Rights
3. Proposed Order on Petition to Terminate Parental Rights and to Dispense with Notice to the alleged Father, whose identity is unknown.

The identity of the biological father in this matter is unknown. There is no further information as to his possible identity or his family member's whereabouts.

Therefore, we request that these forms be forwarded to the Court Investigator who will conduct our Stepparent Adoption Investigation (OR if you are hiring another professional to conduct your investigation pursuant to 9001 and 7663(4)).

Once the Court investigator has submitted their report (or if the report has already been filed), we would ask the Court to sign and enter this Order Terminating the Unknown Alleged Father's Rights and Dispensing with Notice to him, ex parte.

Kindly ask your Clerk to return an endorsed filed copy of the Order as well as the Declarations submitted. I have enclosed a self-addressed, stamped envelope for their return.

Thank you.

Sincerely,