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## Cover Letter for Submission of Original Birth Certificate in Adoption Proceedings

To: OFFICER-IN-CHARGE

ADOPTION SECTION

**ADOPTION ORIGINATING APPLICATION NO.** [number]/[year]

Please find enclosed the original birth certificate of the child in the above matter.

1. The matter has been fixed for hearing as follows:

Date: Enter date here.

Time: Enter time here.

Signed by:

Name of Solicitor for the Applicant: Enter name here.

Name of Law Firm: Enter name here.