

HOME STUDY PREPARATION AGREEMENT

THIS AGREEMENT is made as of _____, by and between _____, currently of _____ (hereinafter referred to as "CLIENT" or Prospective Adoptive Parent(s) or "PAP") and WORLD LINKS ASSOCIATION, INC., a Pennsylvania non-profit corporation with its principal place of business at 418 Jefferson Avenue, Scranton, Pennsylvania, 18510 (hereinafter referred to as "CONTRACTOR").

WITNESSETH:

WHEREAS, the CLIENT has expressed an interest in adopting a child or children by engaging in international adoption, and therefore requires a home study to be prepared as a necessary step for this process; and

WHEREAS, the CONTRACTOR is an accredited entity licensed to provide home study preparation services and has provided to the CLIENT a full disclosure of the process, associated services, expenses, and proposed time frames; and

WHEREAS, the parties here to desire to reduce to writing their understandings and agreements concerning the services to be provided by the CONTRACTOR to the CLIENT and the payments to be made by the CLIENT to the CONTRACTOR and the duties and responsibilities of each party to the other in order to accomplish the adoption of a child or children.

NOW THEREFORE, the parties hereto, each intending to be legally bound hereby, agree as follows:

1. This Agreement shall continue for 12 months from the date of signing or until a home study is completed.

2. The CLIENT hereby engages the CONTRACTOR to prepare a home study and the CONTRACTOR agrees to prepare a home study for the CLIENT.
3. For and in consideration of the services to be provided by the CONTRACTOR to the CLIENT hereunder, the CLIENT hereby agrees to pay to the CONTRACTOR the following fees:
 - a. Application Fee of \$250.00

This fee is for initial review and determination of preparation suitability as well as opening a new case file, processing application and accompanying materials. Due with application.
 - b. Home Study Preparation Fee of \$4,100.00

This fee is for visits, interviews and associated communications and preparation of the report. This fee does not cover the cost of mileage for a World Links representative to visit your home, which will be billed at the state rate. Due with signed agreement.
 - c. Document Expertise Fee of \$650

This fee is for securing references, performing background checks, including FBI clearances and child abuse clearances, contacting employers, references, insurers and other involved entities and evaluating the information received as well as producing the required notices and requests to the information-giving entities. Due with signed agreement.
 - d. Post Adoption Report Preparation Fee of \$450 per report.

This fee covers the cost of preparation of 1 (one) Post Adoption Report with your visit to the World Links' office. This fee does not cover the cost of mileage for a World Links representative to visit your home, which will be billed at the state rate. You are required to submit a deposit for 4 (four) Post Adoption Reports upon completion of your home study.
 - e. Case Linking Fee

This Fee is only charged if World Links is NOT your placement agency, and is only used for home study preparation services and Post Adoption reporting services. The amount is \$800 unless your placement agency has additional unconventional requirements for home study reports which may result in additional fees.
4. The CLIENT agrees to complete 10 (ten) hours of pre-adoption education prior to having a child placed in the CLIENT's home. The CLIENT understands and agrees to complete at least 8 (eight) hours of training in order for a home study to be

released. The format and curriculum of the education will be determined based on any previous education completed and evaluation results.

5. The CLIENT understands the duty of candor and agrees to disclose to the home study preparer all relevant and applicable information fully and without bias, and convey whether a prospective adoptive parent, or any adult residing in the household, has any criminal history, child abuse history, physical, mental or emotional health issues or behavioral issues, or history of substance abuse, sexual abuse, child abuse, domestic violence, even if there was never an arrest or a conviction, or if the records were erased, dismissed, expunged or ameliorated in any other way.
6. The CLIENT agrees to inform World Links immediately regarding any significant changes in the household, including changes in address, criminal history, employment, significant changes in financial resources, as well as addition of dependents to the family, which may occur during the preparation of your home study.
7. The CLIENT agrees to inform World Links immediately regarding any new events warranting submission of an updated or amended home study, according to the ongoing duty of candor.
8. The CLIENT agrees to complete Post Adoption reports as required by the sending country and the placement agency.
9. The CLIENT is aware that the home study is valid for 12 months only and if for any reason CLIENT's adoption is not completed within this timeframe, CLIENT will be financially responsible for any fees associated with updating the home study.
10. The CONTRACTOR will prepare the home study in accordance with 8CFR 204.311.
11. The CONTRACTOR will only use qualified personnel to prepare home studies.

ATTACHED AND MADE PART OF THIS AGREEMENT: Refund Policy.

IN WITNESS WHEREOF, the parties have hereunto set their respective hands and seals the day and date first above written.

DATE

CLIENT

DATE

CLIENT

On this _____ day of _____, 2024, before me, the undersigned Notary Public, personally appeared _____, known to me (or satisfactorily proven) to be the person(s) whose name(s) is/are subscribed to the within instrument, and acknowledged that they executed the same for the purposes therein contained.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

NOTARY PUBLIC

HOME STUDY SERVICES REFUND POLICY

Application Fee	Non-refundable
Home Study Preparation Fee	<p>If your documents were submitted for review, but the process was not initialized, 75% of this fee is refundable.</p> <p>If your homestudy preparation process was initialized, but your first home visit wasn't conducted yet, 50% of this fee is refundable.</p> <p>If your process was initialized and your home visit was conducted, but the report wasn't prepared yet, 10% of this fee is refundable.</p> <p>If your report was prepared and submitted for approval, this fee is not refundable.</p>
Document Expertise Fee	<p>If your clearances and/or references were not requested yet, 100% of this fee is refundable.</p> <p>If your clearances and/or references were requested, this fee is not refundable.</p>
Post Adoption Report Preparation Fee	<p>If a child placement does not occur, 100% of this fee is refundable.</p> <p>If child placement occurs, this fee is not refundable.</p>
Case Linking Fee	<p>If your placement agency is World Links, this fee is not required.</p> <p>If your homestudy is prepared, but your placement agency does not require interagency agreements and follows current PA standards for homestudy preparation, 100% of this fee is refundable.</p> <p>If your homestudy is prepared and your placement agency requires interagency agreement, this fee is not refundable.</p>