



## New Jersey Department of Children and Families Policy Manual

Manual:	CP&P	Child Protection and Permanency	Effective Date:
Volume:	X	Forms	
Chapter:	A	Forms	10-1982
Subchapter:	1	Forms	
Issuance:	14.160	<b>CP&amp;P Form 14-160, Court Appointed Adoption Letter</b>	

Click here to view, complete, and print the CP&P Form [14-160](#), Court Appointed Adoption Letter.

### WHEN TO USE IT

Use the CP&P Form 14-160 to inform the plaintiff:

- CP&P has been appointed to investigate the proposed adoption;
- There will be personal interviews of family members;
- What documents will be reviewed;
- CP&P may be appointed to supervise the proposed adoption; and
- The amount and methods of payment of fees.

### HOW TO USE IT

- The assigned Worker prepares the letter on office letterhead using the template in the on-line Forms Manual (11-20).
- The letter contains the following information:
  - Name of Court;
  - Name of child to be adopted, and
  - Local Office telephone number.

### DISTRIBUTION

Original - Plaintiff

- Copy - Attorney
- Copy - Child's case record