

This is just a sample. Please use it as a reference.

To: The Officials of the China Center of Children's Welfare and Adoption

My name is xxx, and I was born on April 30, 1957. My husband's name is xxx, and he was born February 15, 1957. We were both born in Toledo, Ohio in the United States of America, and are both citizens of the United States of America.

We found a beautiful little girl on the "waiting children's list" through our adoption agency "Great Wall China Adoption". We want very much to adopt her. Her name is xxx, and her birthday is December 3, 2001. We have read her medical reports, and looked at her beautiful pictures. We are aware of her deformed ears and her impaired hearing. We have already been in touch with two doctors regarding her condition, and how we can best help her. One of the doctors is a specialist in ear problems. We know that there are surgeries available to improve and correct ear deformities and improve hearing. The most advanced surgery to improve hearing involves cochlear implants, and this procedure has proven to be very successful in over 100,000 cases per year. Two of the hospitals where these surgeries take place are very close to our home. Plastic surgery would take place when appropriate, though we think she is already beautiful!

We have already been touch with our insurance company and they have approved all xxx's care and any necessary surgeries. We will be contacting a speech therapist immediately to help xxx learn to talk. In addition, we have ample income that will enable us to help xxx in any way possible.

My husband and I have had much experience in dealing with ear problems in children, as our younger son had several surgeries to correct his ear problems. We spent much time and many years visiting his doctors. At one point he had considerable hearing loss, but due to the doctor's care his hearing has been totally restored.

We have also investigated educational opportunities. The school she will attend has support services to assist with speech and learning disabilities. We will work with the school to ensure xxx has the support she needs to learn and be successful. In addition, I do not work outside of the home, so I will be able to devote my full time and attention to xxx. We are very comfortable with the fact the xxx has a special need. We are well aware of the challenges we must face when we bring her home. We are totally committed to loving her and making her part of our family.

Also, we want to assure you that we will give xxx the best life possible with many people to love her. We will teach her and protect her so she will grow into a healthy happy young lady.

We are very excited about xxx and want very much to bring her into our home and make her part of our family. She will be very much loved and cared for. We thank you so much for your consideration in this adoption.

Sincerely,

Both spouses must sign the letter