



Character Reference Letter

Writing a character reference is a significant task and can have a substantial impact on whether or not an individual is assessed to be a suitable caretaker of children. Be Honest! There are only three character reference accepted for each individual so your contribution is of great value to the adoption process.

This letter is to be written by a reference who is a non-relative and has known the individual for at least one year.

1. List the name of the adoption applicant(s) requesting the character reference.
2. Answer the following questions fully and accurately.
 - a. What is your relationship to the applicant? (ie. co-worker, friend, pastor, etc.)
 - b. How long have you known the applicant(s)?
 - c. How often and where do you meet with the applicant(s)?
 - d. What are your opinions of the applicant(s)? Describe the individual's character, personality traits, moral values, etc.
 - e. Have you observed any interactions between the applicant and their children or other children? If so, please describe your observations of how the applicant(s) interacts or relates to children.
 - f. State your recommendations.
3. Enter your name with complete address, contact numbers, and email address.

Upon completion, read, sign and date your reference letter. Your signature attests all information to be true, correct and complete to the best of your knowledge. Return to Ohala' Adoptions directly at Contact@OhalaAdoptions.org

Thank you!

