



- The agency will pay annual dues of \$790 for the first state of licensure, plus \$690 per additional state the agency is licensed in.
- The agency has been in existence and in good standing with licensed authorities for a period of at least 18 months.
- The agency complies with state licensing and approval requirements. The agency reports itself to be in good standing with its state licensing department.
- If the agency is providing intercountry adoption services to families adopting children from Hague or non-Hague countries, the agency must be Hague accredited.
- The agency agrees in advance that withholding or falsifying information or failing to attain good standing with the accrediting entity is grounds for suspension of membership with no refund of dues.
- The agency and its staff have a reputation within their community for transparent, ethical, and professional services.
- The agency is staffed by persons qualified, according to the requirements of their respective professions or disciplines, to provide the services offered.
- The agency pledges itself to play a positive role in the community, offering leadership and cooperation on behalf of birthparents, children, and families.
- Although an agency is not required to agree with every NCFA position, the agency supports the general goal of NCFA to advocate for birthparents, children, and adoptive families.
- The agency agrees to allow reasonable access to agency information and staff for NCFA-approved or conducted research and technical assistance, including providing statistical data related to the number of annual placements.
- The agency agrees to send a representative of the agency to NCFA's National Adoption Conference at least every three years.
- The agency shall provide within 60 days, in writing, a description and fact summary of: (1) any criminal charges brought against the agency, its directors, officers, or management personnel; (2) any contested litigation matters (excluding contested termination of parental rights) and (3) any pending lawsuits to which it has been a party within the last two years. The agency shall also provide details of any judgments or settlements paid or levied within the last two years that resulted from litigation or the threat of litigation.