


CAPITOL BOND  
SUPERIOR COURT OF THE DISTRICT OF COLUMBIA  
FAMILY COURT

**GENERAL ORDER CONCERNING PROCEDURES FOR REQUEST TO  
BREAK SEAL IN ADOPTION CASES**

To promote efficiency in maintaining records in adoption cases, the following procedures concerning requests to break the seal of adoption will become effective January 1, 2005:

1. All requests to break the seal of adoption to obtain information about the adoption, for example, to obtain copies of adoption pleadings, orders, or other related papers and to locate adoptees, adopters, or birth parents, shall be made in the form of a Petition to Break Seal, which will be given a new case number that includes the initials BKS. If the adoption case number is known, the adoption case number should be referenced in the Petition to Break Seal;
2. Requests for authorization to obtain transcripts for appeal of an adoption decree or to amend, modify, or vacate an adoption decree shall be by motion filed in the existing adoption case.

**SO ORDERED**, this 13<sup>th</sup> day of December 2004.

  
\_\_\_\_\_  
Lee F. Satterfield  
Presiding Judge, Family Court