

Application for adoptive leave credits

To be completed by your employer when you return to work.
To qualify for credits, unpaid adoptive leave must be taken **immediately** before* or after paid adoptive leave.

* Foreign adoption only.

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PPS No.:	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Name:	<input type="text"/>								
Address:	<input type="text"/>								
Telephone No.:	<input type="text"/>								

We certify that the above employee has taken unpaid adoptive leave as follows, do not include the date your employee was getting Adoptive Benefit:

From:	To:
Total number of weeks of unpaid adoptive leave taken:	
Signed by or for employer	
<input type="text"/>	Employer's official stamp
Signature (not block letters)	
<input type="text"/>	
Position in company or organisation	
Date:	<input type="text"/>
Employer's registered No.:	<input type="text"/>
Telephone No.:	<input type="text"/>
Email address:	<input type="text"/>

Send the completed form to:

Adoptive Benefit Section, Department of Social Protection, McCarter's Road, Buncrana, Co. Donegal, F93 CH79.

Data Protection Statement

The Department of Social Protection administers Ireland's social protection system. Customers are required to provide personal data to determine eligibility for relevant payments and benefits. Personal data may be exchanged with other government departments and agencies where provided for by law. Our data protection policy is available at www.gov.ie/dsp/privacystatement or in hard copy.