



Angels in Adoption®

What we need from you

Contact Information

Please ensure CCAI has the appropriate phone numbers, email addresses, and mailing addresses so you do not miss out on receiving important information about the *Angels in Adoption*® program. We will send an email to you to confirm your contact information, and you will have the option to edit if you choose.

Biography

Please review your biography paragraph, which was provided to CCAI by your selecting Member of Congress. If there is incorrect information please clearly mark your edit, and send it via email to Taylor at taylor@ccainstitute.org or fax to 202-544-8501. Please note: if you have not submitted any corrections by **Sept 1** your biography will be considered approved by you and will be used for print and media distribution as it stands.

Media Release Form

Please sign and return the Media Release Form which provides permission for CCAI to use your information in conjunction with the *Angels in Adoption*® program. The form must be submitted by **Sept 1** in order for your biography to be included in the program book and for your story to be included in local and national press releases of the *Angels in Adoption*® Gala. You may email or fax the form to Taylor at taylor@ccainstitute.org or 202-544-8501. Click [here](#) for Media Release Form.

Photos

For the *Angels in Adoption*® Gala presentation, we request a photo of the Angel performing exemplary acts in the field of adoption or foster care. The photo can be of your family, your organization, the children you serve, adoptions being finalized, etc. We advise that you submit two or three photos so

that CCAI can choose the highest quality and most appropriate photo for the event. Please submit your photos no later than **Sept 1**. To ensure quality, please email your photos to Taylor at taylor@ccainstitute.org or upload them when you register online.