



TEXAS DEPARTMENT OF FAMILY AND PROTECTIVE SERVICES

COMMISSIONER
Anne Heiligenstein

DATE

The Honorable NAME
Consul of COUNTRY
ADDRESS
ADDRESS

Dear Mr./Ms. :

Pursuant to the Vienna Convention on Consular Relations, Article 37 (b) [21 U.S.T. 77], this letter serves to advise you that the Texas Department of Family and Protective Services, Child Protective Services Division ("CPS") has taken legal custody of a child believed to be a citizen of . CPS is responsible for protecting children who are abused and neglected in the State of Texas.

The child/children in question is/are:

Name:
Date of Birth:
Place of Birth:
Name of Parent/Relatives:

We solicit your assistance in obtaining information regarding the names and location of immediate or extended family members and other private or community resources available in the child's home country which might aid in resolving the issues which brought this child to the attention of CPS.

This letter serves to advise you that in the event the child/children's parent or parents are not willing and able to provide the child with a safe environment, CPS may seek further court orders restricting or terminating the parental or custodial rights of this child/these children.

We urge you to contact this office immediately. At that time, we will provide the date, time and place of any pending court proceeding and discuss any information or resources you may have which may aid in resolving this matter.

The agency contact person for this case is , who can be reached at . If for any reason you cannot reach that contact person, please contact at for assistance.

Thank you for your attention to this matter.

Sincerely,

Texas Department of Family and Protective Services

cc: Regional Attorney