



## Adoption Assistance

Thinking about adding to your family? Toys"R"Us provides financial assistance if you adopt a child under age 16. The Adoption Assistance Plan reimburses up to \$6,000 of covered expenses per child, for up to two children. Here's how the plan works:

### Covered Expenses

- Licensed adoption agency and placement fees (including foreign adoption)
- Legal fees and court fees
- Transportation and lodging costs to bring the child to the adoptive parents
- Immigration, immunization and translation fees

### Expenses that are Not Covered

- Expenses related to the adoption of your spouse's child
- Any adoption that results in a violation of federal or state law
- A surrogate parenting arrangement
- Medical expenses of the birth mother or child prior to the adoption
- Temporary foster care homes
- Fees for services not yet performed

### Who's Eligible

The following team members are eligible for the Adoption Assistance Program:

- Management/Salaried
- Full-Time hourly with 90 days of service
- Part-Time with 5 years of service

### How to Request Reimbursement

Once the adoption is final, complete an [Adoption Assistance Claim Form \(/media/1754/adoption-claim-form.pdf\)](/media/1754/adoption-claim-form.pdf) and return it to the Benefits Department (One Geoffrey Way, Wayne, NJ 07470 Attn: Rahnuma Ahmed). Include itemized receipts for expenses listed and proof of adoption.

### If You Have Questions

Contact your Human Resources Business Partner

#### **Adoption Assistance helps pay for covered expenses.**

Download an [Adoption Assistance Claim Form \(/media/1754/adoption-claim-form.pdf\)](/media/1754/adoption-claim-form.pdf)

#### **The EAP is here to help.**

Having a new baby is exciting and, at times, stressful. The Employee Assistance Program (EAP) provides free resources and help to team members who are adding new family members. [Learn more \(/time-away-other-benefits/employee-assistance-program-eap/\)](http://www.rusbenefits.com/time-away-and-other-benefits/employee-assistance-program-eap/). (<http://www.rusbenefits.com/time-away-and-other-benefits/employee-assistance-program-eap/>)

#### **Start saving for baby.**

It's never too early to start saving for higher education costs. Learn more about the [Scholar's Choice® 529 College Savings Plan \(/savings-retirement/college-savings-529-plan/\)](/savings-retirement/college-savings-529-plan/).

#### **Eligibility**

[Am I eligible? \(/eligibility-enrolling/whos-eligible/\) \(http://www.rusbenefits.com/eligibility-and-enrolling/whos-eligible/\)](http://www.rusbenefits.com/eligibility-and-enrolling/whos-eligible/)

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