



PRACTICAL GUIDE

Adoption Allowance

INSTITUTO DA SEGURANÇA SOCIAL, I.P.

TECHNICAL FILE

TITLE

Practical Guide – Adoption Allowance
(3011 – v1.32)

OWNERSHIP

Instituto da Segurança Social, I.P. (Social Security Institute, P.I.)

AUTHOR

Benefits and Contributions Department

PAGINATION

Communication and Customer Management Department

CONTACTS

Social Security Line: +351 210 545 400 | +351 300 502 502, business days from 9:00 a.m. to 6:00 p.m.

Appointments line: +351 210 548 888 | +351 300 088 888, business days from 9:00 a.m. to 6:00 p.m., for personalised service, and 24 hours a day, 7 days a week for automatic service.

Site: www.seg-social.pt

PUBLICATION DATE

05 January 2026

TABLE OF CONTENTS

A – What is it?	4
B – Who is entitled?	5
C - What are the entitlement conditions?	5
D – How much will I receive?.....	6
D1. How much will I receive?	6
D2. How can I receive it?.....	9
D3. How to register or change the IBAN (International Bank Account Number).....	9
D4. Unduly Paid Benefits	10
D4.1 How to reimburse the unduly paid amount.....	10
D4.2 What to do if I cannot reimburse the full amount in a single payment	11
D4.3 What happens if you do not respond or do not reimburse the amount voluntarily?	11
E – Granting period.....	11
E1. When does the Adoption Allowance start to be paid?.....	11
E2. How long will I receive it? (granting period)	12
E3. When will the Adoption Allowance be temporarily suspended?	12
E4. When will the Adoption Allowance payment be resumed?	12
E5. When does the Adoption Allowance entitlement end? (cessation)	12
F – How to apply	13
F1. Where to apply.....	13
F2. Which forms must be completed?	13
F3. What documents are required?.....	13
F4. Time limit to apply	14
G – Can the Adoption Allowance be cumulated with other benefits?	14
G1. It can be cumulated with:.....	14
G2. It cannot be cumulated with:	14
H – What are my duties and penalties?	15
H1. Duties:	15
H2. Penalties:	15
I – Compensatory Benefits	15
I1. What are the entitlement conditions?	15
I2. How much will I receive?	15
I3. How can I receive it?.....	15
I4. How to apply	16
I4.1 Required documents.....	16
I5. Time limit to apply	16
J - Supporting documentation	16
J1. Applicable legislation	16
K - Glossary	17
L - Frequently Asked Questions	18

The information contained in this practical guide does not waive the consultation of the law.

A – What is it?

It is a **cash benefit paid** to adoption candidates of **minors aged under 15** to compensate for the loss of earnings during the periods in which they do not work due to the taking of adoption leave.

The rules for the Adoption Allowance granting also apply to Host Family Care situations, with the necessary adjustments.

Together with the Adoption Allowance it is also granted the **Parental Allowance granted exclusively to the father**, consisting of:

- **28 days of mandatory leave**

The adoption candidate is entitled to 28 days of mandatory leave, in minimum periods of 7 days, that must be taken within the first 42 days after the judicial or administrative entrustment of the minor.

It is also mandatory that the adoption candidate takes at least 7 days of this leave immediately after the judicial or administrative entrustment of the minor.

- **7 days of optional leave**

The adoption candidate is also entitled, if he/she wishes, to 7 additional days, consecutive or non-consecutive, which must be taken at the same time as the adoption leave of the other adoption candidate.

Note: In the case of Host Family Care, there may be an entitlement to the Initial Parental Allowance granted exclusively to the father.

Shared Adoption Leave

If both adoption candidates wish to share the adoption leave and are employees (with an employment contract), they must:

- inform their employers at least **10 days in advance** (or as soon as possible in urgent cases);
- submit a joint statement including:
 - proof of the judicial or administrative entrustment of the child;
 - the age of the child;
 - the start and end dates of the leave periods that will be taken by each one of them.

The application for the Allowance must indicate exactly the same periods that were communicated to the employers.

If, after the candidates have applied for the Allowance, there is a change in the leave dates, a new application must be submitted to Social Security with the new periods, which may lead to adjustments to the amounts already paid.

If the child is hospitalised, following childbirth, the adoption candidate may interrupt the mandatory days of his/her leave by submitting the respective request to the Social Security Services.

If the adoption candidate dies or becomes incapacitated during the leave period, the husband/wife or partner, even if he/she is not an adoption candidate, is entitled to:

- take the remaining leave period, or
- take, at least, 14 days of leave, if the child lives with him/her.

Note: Questions regarding leave, absences, or exemptions must be clarified by the Authority for Working Conditions (*Autoridade para as Condições do Trabalho - ACT*) and not by Social Security. The entitlement to parental allowances depends on taking the leave provided for in the Labour Code.

B – Who is entitled?

- Employees, including domestic workers, who pay contributions to Social Security;
Note: In the event of contract interruption or termination, it is still possible to receive the Adoption Allowance, provided that no more than 6 consecutive months without contributions payment have elapsed, between the date of the contract interruption or termination and the date on which the child/children was/were entrusted to the adoption candidate by the Court or the Social Security Services.
- Employees in the cultural sector under very short-term employment contracts, when registered in the Cultural Sector Professionals Register (*Registo dos Profissionais da área da Cultura*);
- Self-employed persons who pay contributions to Social Security;
- Persons registered under the voluntary social insurance scheme, who:
 - work on ships of foreign companies, or
 - are scientific research fellows
- Workers in pre-retirement with reduced working hours;
- Persons who are receiving a Relative Invalidity Pension, Old-Age Pension or Survivor's Pension and working and paying contributions to Social Security;
- Persons who are receiving unemployment benefits from Social Security (whose payment is suspended during the period of Adoption Allowance granting);
- Home workers.

Note: Host families, if the child is under 15 years of age, are entitled to the Adoption Allowance, with the possibility of sharing it, as well as to the **Initial Parental Allowance granted exclusively to the father**

C - What are the entitlement conditions?

You are entitled to the Adoption Allowance if you **fulfil all of the following conditions:**

- you apply for the Allowance within 6 months from the first day on which you stopped working.
Note: If you apply for the Allowance after this time limit, but within the period during which you are still entitled to the Allowance, the period of delay will be deducted.
- you are taking or have taken the respective adoption leave;
- you fulfil the **qualifying period**
- your **contributory situation is regularised** on the date you become entitled to the Allowance, if you are self-employed or covered by the voluntary social insurance scheme.

Qualifying period

To be entitled to the Adoption Allowance, you must have worked and paid contributions for **6 months** (consecutive or non-consecutive) to Social Security or to another national or foreign social protection system (provided that the periods do not overlap). The month in which the leave begins is taken into account for the qualifying period of 6 months, provided that you have worked and paid contributions for at least 1 day in that month.

Notes:

- If the months with contributions are not consecutive, there cannot be a period of 6 months or more without contributions payment. Otherwise, a new qualifying period must be completed as from the month in which there is a new salaries registration;
- In case of Host Family Care, in order to be entitled to the Adoption Allowance, the person concerned must have fulfilled a qualifying period of 6 calendar months (consecutive or non-consecutive) with salaries registration on the date the child is placed with the host family;
- The persons who do not fulfil the qualifying period may be entitled to the **Social Adoption Allowance** if they meet the means testing condition.

D – How much will I receive?

D1. How much will I receive?

The daily amount of the Adoption Allowance to be received corresponds to **a percentage of the Reference Remuneration (RR)** determined by the chosen Allowance modality, and it cannot be lower than **€14,32** [(80% of 1/30 of the Social Support Index (IAS – *Indexante dos Apoios Sociais*), which in 2026 is equal to **€537,13**].

How to calculate the Reference Remuneration (RR)

The RR are calculated in **3 steps**:

Step 1. Identify the salaries registered in the Social Security System in the oldest 6 months of the last 8 months prior to that in which the leave begins, excluding Holiday pay, Christmas bonuses and similar payments.

In this case, you can consult your registered salaries through the Social Security Online Service, in the Menu > *Trabalho* (Work) > *Remunerações e contribuições* (Remuneration and Contributions) > *Carreira contributiva* (Contributory career).

Step 2. Add the salaries from the 6 months identified in Step 1;

Step 3. Divide the result of Step 2 by 180 days (30 days × 6 months) to obtain the daily Reference Remuneration.

Example: Maria has been working for several years and will begin her leave on 10 April 2026.

Step 1. Identify the salaries registered by Social Security in the **oldest 6 months out of the last 8 months prior** to that in which the leave begins;

In this case, if the leave begins in April 2026, the last 8 months prior to the leave will be from August 2025 to March 2026. From these 8 months, we choose the oldest 6, i.e., the salaries from **August 2025 to January 2026**.

Step 2. Add the salaries from the 6 months identified in Step 1;

Months identified in Step 1	Registered salary, excluding Holiday pay, Christmas bonus and similar payments
August	€1.000,00
September	€1.000,00
October	€1.100,00
November	€1.100,00
December	€1.200,00
January	€1.200,00

In this case, the total amount of salaries from the 6 months is **€6.600,00**.

Step 3. Divide the result of Step 2 by 180 days (30 days × 6 months) to obtain the daily Reference Remuneration.

The calculation of the daily Reference Remuneration is the following: **€6.600,00 / 180 days = €36,67 per day**.

This amount will be used to calculate the daily value of the Allowance to which you are entitled (e.g., by applying the legal percentage corresponding to the type of Allowance).

What happens if I do not have 6 months of contributions to Social Security?

If the benefit granting is based on contributions paid to other national or foreign schemes, the Reference Remuneration (RR) is calculated according to the following **4 steps**:

Step 1. Identify the salaries registered in the Social Security System up to the **day before** the start of the leave, excluding Holiday pay, Christmas bonus and similar payments;

Step 2. Add the salaries from the months identified in Step 1;

Step 3. Count the number of months with registered salaries (with paid contributions);

Step 4. Divide the result from Step 1 by 30 × the total from Step 2.

Example: João started working 3 months ago and will begin his leave on 15 April 2026.

Step 1. Identify the salaries registered in the Social Security System up to the **day before** the start of the leave;

In this case, if the leave starts in April 2026 and João has been working for 3 months, the months with registered contributions to Social Security are from **January 2026 to March 2026**.

Step 2. Add the salaries from the months identified in Step 1;

Months identified in Step 1	Registered Salary, excluding Holiday pay, Christmas bonus and similar payments
January	€1.000,00

February	€1.100,00
March	€1.200,00

In this case, the total amount of salaries from the 3 months is **€3.300,00**.

Step 3. Count the number of months with registered salaries (with paid contributions);

João paid contributions for **3 months**.

Step 4. Divide the result from Step 1 by 30 × the total from Step 2.

The calculation of the daily Reference Remuneration is the following: **€3.300,00 / (30 x 3 meses) = €36,67 per day**.

This amount will be used to calculate the daily value of the **Allowance** to which he is entitled (e.g., by applying the legal percentage corresponding to the type of Allowance).

You can choose a modality of 120 or 150 consecutive days:

Situation	Duration of the leave period	Amount to be received % of the Reference Remuneration
Adoption	120 days	100%
Host Family Care	150 days	80%
Adoption Allowance with shared leave	150 days (120 + 30)	100%
(Both adoption candidates must take, each one and exclusively, a period of 30 consecutive days or two periods of 15 consecutive days)	180 days (150 + 30) if each one takes 30 consecutive days or 2 periods of 15 days.	83%
Adoption Allowance for Host Family Care with shared leave	180 days, if the adoption candidate takes 60 consecutive days or 2 periods of 30 days, in addition to the leave period granted exclusively to the father.	90%
(provided that the host family care providers take, each one and exclusively, a period of 30 consecutive days or two periods of 15 consecutive days).		
Multiple Adoptions	30 days for each minor, in addition to the first.	100%
Host Family Care		(regardless of the leave period)

Situation	Duration of the leave period	Amount to be received % of the Reference Remuneration
Initial Parental Leave granted exclusively to the father	28 mandatory days	100% (regardless of the leave period)
	7 optional days	100% (regardless of the leave period)
	2 days for each adopted minor, in addition to the first 2 days for each hosted minor, in addition to the first	100% (regardless of the leave period)

Notes:

- The duration of these modalities may increase.
For more information, please consult section E – Granting period
- If you live in the Autonomous Regions, the amount to be received increases by 2%.
- In situations where the Reference Remuneration value is very low, the law establishes a minimum limit of €14,32 per day, equal to 80% of 1/30 of the Social Support Index (IAS – *Índice dos Apoios Sociais*) value, which in 2026 is equal to €537,13.

D2. How can I receive it?

There are 2 modalities of payment of this Allowance. The payment can be made

- by bank transfer, or
- by postal order issued by the Portuguese postal services (*CTT*) to your address.

D3. How to register or change the IBAN (International Bank Account Number)**1. Online**

You can register or change the IBAN through the Social Security Online Service, in the menu *Iniciar Sessão* (Log In) > *Perfil* (Profile) > *Conta bancária* (Bank Account) > *Consultar e decidir pedidos de alteração de conta bancária* (Consult and decide on bank account change requests).

2. At the Social Security Customer Information Services

To register or change the IBAN, you must complete the form MG 14 - *Requerimento de Registo ou Alteração de IBAN* (Application for IBAN Registration or Change) available on the Social Security Online Service in the *Formulários* (Forms) menu, and attach a bank document confirming the IBAN, which must include the name of the person submitting the application or the person entitled to the **Adoption Allowance** as the account holder.

Note: The IBAN will be pending validation by Social Security. Once confirmed, a notification will be sent to your inbox in the *Mensagens* (Messages) menu.

Minimum Banking Services (SMB)

If you still do not have a current account, you may open a Minimum Banking Services account at any bank.

The annual cost is less than 1% of the national minimum wage, which in 2026 amounts to €920,00.

For more information on Minimum Banking Services, please consult the *Portal do Cliente Bancário* (Bank Customer Portal).

D4. Unduly Paid Benefits

If you received any unduly amounts from Social Security, you must return them.

The reimbursement of unduly paid amounts can be made in several ways, and you have **30 days** to do so, as from the date you received the notification from Social Security.

Note: You must keep the proof of payment, as it may be requested by Social Security

Decree-Law no. 133/88, Art. 7(5), Art. 8 and Art. 11

D4.1 How to reimburse the unduly paid amount

You can make the payment through:

- ATM payment reference (via Multibanco system);
- bank transfer;
- certified cheque, bank cheque, or cheque issued by the *Agência de Gestão da Tesouraria e da Dívida Pública IGCP, EPE* (Portuguese Treasury and Public Debt Management Agency), or postal order, sent to the Social Security District Centre of your place of residence;
- a Treasury of the Social Security Services, bringing with you the notification you received from Social Security:
 - using a debit card;
 - in cash, up to €150,00;
 - by certified cheques, bank cheques, or cheques issued by *IGCP, EPE*.

The payment document is available through the Social Security Online Service:

- in the *Pagamentos e dívidas* (Payments and debts) menu > *Posição Atual* (Current Position), or

- in the *Iniciar sessão* (Log in) menu > *Posição Atual* (Current Position).

D4.2 What to do if I cannot reimburse the full amount in a single payment

You can request to make the payment in monthly instalments, using one of the following methods:

- through the Social Security Online Service, in the *Pagamentos e dívidas* (Payments and debts) menu > *Valores a pagar à Segurança Social* (Amounts to be Paid to Social Security) > *Planos Prestacionais* (Instalment Plans), or
- in the *Pagamentos e dívidas* (Payments and debts) menu > *Dívidas em execução fiscal* (Debts in tax execution) > *Planos Prestacionais* (Instalment Plans).

Note: In this case, the instalment plan is automatically approved.

- by submitting the form MG 7 - *Requerimento - Pagamento de valores devidos à Segurança Social* (Application for Payment of Amounts Owed to Social Security),
 - by post, sent to the Social Security District Centre of your place of residence, or
 - at any Social Security Customer Information Service.

D4.3 What happens if you do not respond or do not reimburse the amount voluntarily?

If you are receiving a social benefit, up to **1/3 of that benefit** will be deducted until the full amount is recovered. You may choose to have a higher amount deducted, if you prefer.

We guarantee that you will receive, at least:

- the amount of the Guaranteed Minimum Monthly Wage, which in 2026 is €920,00 for benefits granted in case of loss or reduction of employment income; if you are receiving a lower benefit amount from Social Security, no deductions will be made, or
- the amount of the Social Support Index (IAS), which in 2026 is €537,13, for all other types of benefits. If you are receiving a lower benefit amount from Social Security, no deductions will be made.

E – Granting period

E1. When does the Adoption Allowance start to be paid?

The adoption Allowance is paid as from the 1st day of absence from work, which must coincide with the date on which the child is entrusted to you by the Court or the Social Security Services.

However, you can start receiving the Allowance up to 30 days earlier, to use it during the transition and monitoring period, provided that there is a certificate that proves it.

The Social Security Services only confirm the payment after receiving the documents proving the transition period and the entrustment.

Note: In Host Family Care situations, the 1st day of absence from work is considered the day when the minor is hosted by the Family.

E2. How long will I receive it? (granting period)

The Adoption Allowance can be received for a period of up to **120 or 150 consecutive days**, depending on the Allowance modality chosen by the adoption candidates; this period may be divided between the two candidates after the date on which the child was entrusted to them by the Court or the Social Security Services.

If you share the leave with the other adopter, you will have an additional period of **30 days**.

If you adopt more than one child, the Allowance will be paid for **more 30 days** for each child adopted beyond the first.

E3. When will the Adoption Allowance be temporarily suspended?

The Adoption Allowance is suspended when the adoption candidate:

- becomes ill, provided that he/she informs the competent Social Security institution and the employer and submits a medical certificate, or
- is hospitalised, provided that he/she informs the competent Social Security institution and the employer, and the hospital certifies the hospitalisation;
- has an irregular contributory situation (in the case of a self-employed person or a worker registered in the voluntary social insurance scheme).

E4. When will the Adoption Allowance payment be resumed?

- The Allowance payment will be resumed if you regularise your situation with Social Security within **3 months** after you stopped receiving it.

If you do not do so within that time limit, you lose the right to the amounts you did not receive.

If you regularise your contributory situation after the time limit of 3 months, but still during the period in which you could receive the Allowance, you will start receiving it again as from the day following the regularisation.

Note: If you have debts but are paying them in instalments under an agreement with the Social Security Services, the situation is considered regularised as long as you comply with that agreement.

E5. When does the Adoption Allowance entitlement end? (cessation)

The entitlement to the **Adoption Allowance** ends when **at least one of the following circumstances happen:**

- The person concerned no longer meets at least one of the necessary conditions to be entitled to the Allowance;
For more information, please consult section C - What are the entitlement conditions?
- fraud occurs;
- the person taking the leave is working while receiving the Allowance;
- the adoption candidate who is taking the leave chooses to return to work before the end of the leave period to which he/she was entitled;
- the person receiving the Allowance dies.

F – How to apply

F1. Where to apply

- Through the Social Security Online Service, in the menu *Família* (Family) > *Adoção* (Adoption) > *Subsídio por Adoção* (Adoption Allowance);
- At any Social Security Customer Information Service;
- By post, sent to the Social Security District Centre of your place of residence.

F2. Which forms must be completed?

- Form RP 5050 – *Requerimento de Subsídio por Adoção/Acolhimento familiar* (Application for Adoption/Host Family Care Allowance);
- Form RP 5050/1 – *Informações e instruções de Preenchimento* (Information and completion instructions);
- Form RP 5003 – *Requerimento de Prestações Compensatórias* (Application for Compensatory Benefits).
- **Note:** Self-employed persons are not entitled to compensatory benefits for Christmas and Holiday pay.

F3. What documents are required?

- **All situations**
 - Bank document confirming the IBAN, which must include the name of the person submitting the application as the account holder;
- **Adoption Allowance**
 - Statement attesting the administrative or judicial entrustment of the adopted minor;
 - Statement attesting the transition and monitoring period, in case of anticipation of the Allowance.
- **Adoption Allowance granted to one adopter if the other is unable to take the leave**
 - Medical certification proving the physical or mental incapacity of the other adopter, or death certificate, as applicable;
 - Statement attesting the transition and monitoring period, in case of anticipation of the Allowance.
- **Adoption Allowance granted to Host Care families**
 - Contract of Host Family Care or Delivery Term issued by *Santa Casa da Misericórdia* (Charitable Institution) or by the *Comissões de Proteção de Crianças e Jovens* (Commissions for the Protection of Children and Young People).

Updated Address

You must always keep your address updated.

- If you do not have a Citizen Card, you must update your address:
 - through the Social Security Online Service, or

- by submitting the form MG 2 – *Requerimento de Alteração de Dados* (Application – Change of personal details).
- If you have a Citizen Card, you must update your address:
 - via the internet, by accessing the *Portal do Cidadão* (Citizen’s Portal), after making your registration.

Note: This service allows any adult to update his/her address online easily and simultaneously in multiple public entities. Alternatively, this can also be done in person at a Citizen Shop (*Loja do Cidadão*) or at other entities that issue the Citizen Card.

F4. Time limit to apply

Up to 6 months after the 1st day on which you stopped working.

If you submit the application after the time limit of 6 months but are still within the period in which you could receive the Allowance, the period that has elapsed after the 6 months’ time limit will be deducted.

Note: In the case of Host Family Care, the application must be submitted within 6 months after the date on which the Host Family Care began.

G – Can the Adoption Allowance be cumulated with other benefits?

G1. It can be cumulated with:

- Solidarity Supplement for the Elderly;
- Compensation or pension due to occupational disease or work accident;
- Old-age Pension (provided that you are working and paying contributions to Social Security);
- Relative Invalidity Pension (provided that you are working and paying contributions to Social Security);
- Survivor’s Pension (provided that you are working and paying contributions to Social Security);
- Pre-retirement (agreement between employee and employer that allows employees to stop working before the retirement age);
- Social Integration Income.

G2. It cannot be cumulated with:

- Benefits granted within the scope of the solidarity subsystem, with the exception of the Social Integration Income and the Solidarity Supplement for the Elderly;
- Unemployment Benefits;
- Employment income, except in situations of leave combined with part-time work;
- Sickness Benefit

Notes:

- If you receive unemployment benefits, those benefits will be suspended while you are receiving the Adoption Allowance. You must communicate to the Employment Centre within **5 business days** the start and end of the period during which you are receiving the Adoption Allowance, in order to be exempt from fulfilling your duties towards the Employment Centre.

- In households where one of the adoption candidates receives unemployment benefits and the other is employed, they are entitled to share the Adoption Allowance, including the additional 30 days.
- After the period of 120 days of adoption Allowance, the adoption candidates may cumulate the remaining period of the Adoption Allowance with part-time work.

H – What are my duties and penalties?

H1. Duties:

- Inform Social Security within **5 business days** of any changes that determine the end of the Adoption Allowance entitlement, such as:
 - changes to periods of leave, unpaid absences and leaves provided for in the Labour Code, or equivalent periods.

H2. Penalties:

If the duties are not fulfilled or illegal means are used to obtain the Allowance/Benefit, the person concerned will be subject to fines.

I – Compensatory Benefits

I1. What are the entitlement conditions?

You are entitled to compensatory benefits for Holiday pay, Christmas Bonus or similar payments, if you **fulfil all of the following conditions:**

- your employer has not paid the Holiday pay and Christmas bonus, either in full or in part;
- the period of absence from work (due to leave or illness) was **equal to or higher than 30 consecutive days**.

I2. How much will I receive?

The amount to be received corresponds to:

- **60% of the Holiday pay and Christmas bonus value** that the employer has neither paid nor is obliged to pay, in cases where the person was ill and receiving Sickness Benefit; or
- **80% of the Holiday pay and Christmas bonus value** that the employer has neither paid nor is obliged to pay, in cases where the person concerned was on parental leave and receiving parental allowances. In situations where the person concerned takes a leave to care for a child with a disability or chronic illness, the compensatory benefits amount cannot exceed 2 times the Social Support Index (IAS – *Indexante dos Apoios Sociais*) value.

I3. How can I receive it?

There are **2 modalities of payment** of compensatory benefits. The payment can be made

- by bank transfer, or
- by postal order issued by the Portuguese postal services (*CTT*) to your address.

I4. How to apply

You can apply to the compensatory benefits:

- through the Social Security Online Service, in the menu *Doença* (Sickness) > *Cuidados na doença* (Sickness Care) > *Prestação Compensatória dos Subsídios de Férias e Natal* (Compensatory Benefit for Holiday Pay and Christmas Bonus), or
- in the *Trabalho* (Work) menu > *Cuidados na doença* (Sickness Care) > *Prestação Compensatória dos Subsídios de Férias e Natal* (Compensatory Benefit for Holiday Pay and Christmas Bonus);
- by submitting the form RP 5003 - *Requerimento de Prestações compensatórias* (Application for Compensatory Benefits), together with the **required documents**:
 - by post, sent to the Social Security District Centre of your place of residence, or
 - at any Social Security Customer Information Service;

I4.1 Required documents

In addition to the form RP 5003 - *Requerimento de Prestações compensatórias* (Application for Compensatory Benefits), the following documents are also required:

- Valid identification document (e.g., Citizen Card, Identity Card, Birth Certificate, Passport, and Residence Permit);
- Bank document confirming the IBAN, which must include the name of the person submitting the application as the account holder, if you want that the payment is made by deposit into a bank account.

I5. Time limit to apply

Up to **6 months**, as from:

- 1 January of the year following the one in which the Holiday pay and the Christmas bonus should have been paid by the employer, or
- the date of the employment contract end, when applicable.

J - Supporting documentation

J1. Applicable legislation

Ministerial Order no. 480-A/2025/1 of 30 December

Updates the Social Support Index (IAS) value for the year 2026 (€537,13).

Decree-Law no. 139/2025 of 29 December

Updates the value of the guaranteed minimum monthly wage (i.e., the national minimum salary) for 2026, to €920,00.

Law no. 7/2016 of 17 March

Provides for a specific increase in the amount of benefits within the scope of social protection, in the events of maternity, paternity and adoption, received by residents of the autonomous regions.

Decree-Law no. 91/2009 of 9 April, in the current version of Decree-Law no. 53/2023 of 5 July.

Establishes the legal scheme of social protection in parenthood.

Decree-Law no. 139/2019 of 16 September

Establishes the implementation scheme for Host Family Care, a measure to promote the rights and protection of children and young people in danger.

Law no. 53-B/2006 of 29 December

Creates the Social Support Index (*IAS – Indexante dos Apoios Sociais*) and establishes new rules for updating pensions and other social benefits from the Social Security system.

Order no. 8847/2001 of 27 April

Excludes the months in which there is a contributory gap due to professional training during the granting of unemployment benefits, for the purposes of the qualifying period fulfilment and calculation of the reference remuneration.

K - Glossary

Persons treated as residents

The following persons are treated as residents:

- Refugees or stateless persons with a valid temporary protection document;
- Foreign persons with a residence permit or an authorisation to stay in the country for a longer period, provided that the document is valid.

Qualifying Period

It is the minimum period of contributions payment to Social Security required for the entitlement to a benefit.

In this case, a person is only entitled to Adoption Allowance if he/she has worked and paid contributions for at least 6 consecutive or non-consecutive months (provided that there is no interruption in the contributions payment that exceeds 6 months) to Social Security or another social protection scheme that guarantees him/her an allowance in these situations.

If necessary, the month in which the work interruption occurs is taken into account for the qualifying period, provided that the person concerned has worked and paid contributions for at least one day during that same month.

Reference remuneration

It is the value used to calculate the Allowance. It corresponds to the average of the salaries registered with Social Security in the 6 oldest months of the last 8 months before the first day of absence from work (excluding Holiday pay, Christmas bonus or similar payments).

Countries that allow the aggregation of contributory periods for the fulfilment of the qualifying period (European Union, European Economic Area and Switzerland):

Germany	Austria	Belgium	Bulgaria
---------	---------	---------	----------

Cyprus	Denmark	Slovakia	Slovenia
Spain	Estonia	Finland	France
Greece	Hungary	Ireland	Iceland
Italy	Latvia	Liechtenstein	Lithuania
Luxembourg	Malta	Norway	Netherlands
Poland	Portugal	United Kingdom	Czech Republic
Romania	Sweden	Switzerland	

Countries with Agreements or Conventions with Portugal that allow the aggregation of contributory periods for the fulfilment of the qualifying period:

Andorra	Brazil	Cape Verde	Morocco
	Australia	Tunisia	

L - Frequently Asked Questions

How should the adoption leave be taken in order that the person concerned may be entitled to the increase of 30 days in the 120- or 150-days leave?

A: The Adoption candidates must take, each one and exclusively, a period of 30 consecutive days or two periods of 15 consecutive days.

Social Security also pays the respective Allowance in situations where one of the adoption candidates takes the full initial leave period (120 or 150 days) and the other adoption candidate takes the additional 30 days immediately afterwards.

In cases where both adoption candidates are unemployed and receiving unemployment benefits, they may also be entitled to the additional 30 days, provided that each one of the adoption candidates has, exclusively, a period of 30 consecutive days or two periods of 15 consecutive days of Adoption Allowance. In these situations, they are treated as if they were workers.

Are the adopters entitled to the exclusive Allowances, just like a father and mother when a child is born?

A: Not fully. Since the mother's exclusive Allowance is intended to support her recovery after childbirth, the adoption parents are not entitled to that part. However, they are entitled to the father's exclusive Allowance of 28 mandatory days and 7 optional days to be taken within the first 42 days after the judicial or administrative entrustment of the minor. Additionally, adoption parents may take the same Initial Parental Leave (120 or 150 days), and they can even take it in advance to accompany the child during the transition phase. There is no difference between the Adoption Allowance and the Initial Parental Allowance.

If the person receiving the Adoption Allowance is self-employed and his/her contributory situation is not regularised and, in the meantime, he/she regularises it, is he/she still not entitled to the Allowance?

A: An irregular contributory situation temporarily suspends the person's entitlement to the Allowance as from the date on which the irregular contributory situation occurs. However, the entitlement to the Allowance is resumed as from the date it was suspended if you regularise the contributory situation within 3 months following that in which the Allowance was suspended.

Do I have to declare the Adoption Allowance amounts received from Social Security for Income Tax (IRS) purposes?

A: No. Currently, the Adoption Allowance amounts received do not need to be declared for income tax (IRS) purposes.

I was on adoption leave. Am I entitled to receive compensatory benefits for Holiday pay and Christmas bonus from Social Security?

A: Yes, provided that the employer has neither paid nor is obliged to pay those bonuses, in full or in part, due to the adoption leave.

Can I cumulate the Adoption Allowance with work?

A: Yes, after the 120 days Allowance period, the adopters may cumulate the remaining period of the Adoption Allowance with part-time work.