Bill of Sale

Record of a private sale of personal property — sold as is

DATE OF SALE

PLACE OF SALE (CITY, STATE)

1 PARTIES

Seller

FULL LEGAL NAME

MAILING ADDRESS

CITY, STATE, ZIP

PHONE OR EMAIL (OPTIONAL)

Buyer

FULL LEGAL NAME

MAILING ADDRESS

CITY, STATE, ZIP

PHONE OR EMAIL (OPTIONAL)

2 ITEM SOLD

DESCRIPTION OF THE ITEM (WHAT IT IS, BRAND, MODEL, SIZE, COLOR)

SERIAL NUMBER OR OTHER IDENTIFIER (IF ANY)

INCLUDED ACCESSORIES OR PARTS (IF ANY)

DISCLOSED CONDITION AND KNOWN DEFECTS (THE SELLER DISCLOSES THE FOLLOWING)

3 PRICE AND PAYMENT

SALE PRICE
$

AMOUNT RECEIVED
$

BALANCE DUE (IF ANY)
$

PAYMENT METHOD

☐ Cash ☐ Check ☐ Bank transfer or payment app ☐ Other:

DATE PAYMENT RECEIVED

4 TERMS — AS-IS SALE

The seller states that the seller owns the item, or is authorized by the owner to sell it. Mark only the lien statement that is true.

Liens and claims — check one

☐ The item is free of all liens, loans and claims by others.

☐ The item is subject to the following lien or claim (holder and amount):

As-is sale

The item is sold “as is, where is”, in its current condition with all faults, whether or not they are known. The seller has disclosed the condition and known defects written in section 2. Except for what is written on this form, and to the extent the law allows, the seller gives no warranty of any kind, express or implied, including any implied warranty of merchantability or fitness for a particular purpose. The buyer has inspected the item, or chosen not to, and accepts it in its current condition.

The seller transfers to the buyer all of the seller’s rights, title and interest in the item, subject to any official transfer steps the law requires. Both parties agree to the terms on this form and on page 2.

5 SIGNATURES

By signing, each party confirms that the details on this form are true and complete to the best of their knowledge.

SELLER SIGNATURE

PRINTED NAME

DATE

BUYER SIGNATURE

PRINTED NAME

DATE

WITNESS (OPTIONAL; SOME STATES REQUIRE ONE) — SIGNATURE

PRINTED NAME

DATE

Bill of Sale — continuation

Fill in the parties, item and date here too, so this page stays with page 1.

SELLER	BUYER	ITEM OR SALE REFERENCE	DATE OF SALE

ADDITIONAL TERMS (OPTIONAL)

Use this space for anything the parties have agreed that is not covered on page 1, such as delivery, pickup, included extras or when a remaining balance will be paid.

INITIALS

SELLER	BUYER

Before you sign

1. Compare the serial number or identifier on the item with the number written in section 2.
2. Check each party's name and address against photo ID.
3. Write the agreed sale price. Record the amount received so far and any balance separately; only say "paid in full" when it is.
4. Mark only the lien statement that is true. An "as is" sale limits warranties; it does not excuse hiding a known defect, and some states limit what a private as-is sale can exclude. Dealers have separate obligations. Check your state's rules.
5. Check whether your state or agency requires a certificate of title, registration, an official form or a notarized signature for this kind of item.
6. Sign and date in each other's presence. A witness or notary is only needed when your state or the asset requires one. Keep a signed copy each.