Equipment Bill of Sale

Record of a private sale of several pieces of equipment — schedule

DATE OF SALE

PLACE OF SALE (CITY, STATE)

1 PARTIES

Seller

FULL LEGAL NAME (PERSON OR BUSINESS)

MAILING ADDRESS

CITY, STATE, ZIP

PHONE OR EMAIL (OPTIONAL)

Buyer

FULL LEGAL NAME (PERSON OR BUSINESS)

MAILING ADDRESS

CITY, STATE, ZIP

PHONE OR EMAIL (OPTIONAL)

2 EQUIPMENT SOLD

QTY	DESCRIPTION (TYPE, MAKE, MODEL, YEAR)	SERIAL NO., PIN OR VIN	HOURS	CONDITION	LINE TOTAL
					$
					$
					$
					$
					$

Total sale price (all line totals, including page 2) TOTAL $

One machine or attachment per line; attachments that go with a machine can share its line. Continue on page 2 if you need more lines.

3 PRICE AND PAYMENT

AMOUNT RECEIVED $

BALANCE DUE (IF ANY) $

PAYMENT METHOD

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

DATE PAYMENT RECEIVED

4 TERMS

The seller states that the seller owns the equipment listed, or is authorized by the owner to sell it. Mark only the statements that are true.

Liens and claims — check one

☐ The listed equipment is free of all liens, loans, leases and claims by others, including any security interest.

☐ One or more items are subject to the following lien, lease or claim (item, holder and amount):

Condition — check one

☐ The listed equipment is sold “as is”, in its current condition with all faults. The seller gives no warranty, express or implied, beyond what is written on this form, to the extent the law allows.

☐ The seller gives the following warranty:

The seller transfers to the buyer all of the seller’s rights, title and interest in the equipment listed, 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	ITEMS OR SALE REFERENCE	DATE OF SALE

EQUIPMENT SOLD — CONTINUED

QTY	DESCRIPTION (TYPE, MAKE, MODEL, YEAR)	SERIAL NO., PIN OR VIN	HOURS	CONDITION	LINE TOTAL
					$
					$
					$
					$
					$
					$
					$
					$
					$
					$
					$

ADDITIONAL TERMS (OPTIONAL)

Anything the parties have agreed that is not covered on page 1, such as delivery, pickup or when a remaining balance will be paid.

INITIALS SELLER _____ BUYER _____

Before you sign

1. Compare each machine's serial number, PIN or VIN with the schedule in section 2, and check that the line totals add up to the total.
2. Check each party's name and address against photo ID. If a party is a business, write its legal name here and the representative's name and title under the signature.
3. Give each machine or attachment its own line and price; record the hour meter reading where there is one. Record the amount received and any balance separately.
4. Mark only the lien statement that is true. Equipment is often financed or leased: ask for payoff letters or lien releases, and consider a UCC lien search in the seller's state before paying.
5. Some equipment is titled or registered (road-going tractors, trailers, off-highway vehicles); each of those needs its own transfer. One signed form does not complete every registration.
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.