Vehicle Bill of Sale

Record of a private sale of a motor vehicle

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 VEHICLE

YEAR

MAKE

MODEL

BODY TYPE (SEDAN, SUV, PICKUP…)

COLOR

VIN (17 CHARACTERS FOR 1981 AND LATER VEHICLES)

LICENSE PLATE AND STATE (OPTIONAL)

ODOMETER READING (MILES)

THE READING IS

☐ Actual mileage ☐ Not the actual mileage ☐ Beyond the mechanical limit

Not a substitute for the official odometer disclosure.

TITLE NUMBER (IF THE VEHICLE IS TITLED)

TITLE ISSUING STATE

INCLUDED ITEMS (KEYS, MANUALS, EXTRA TIRES…)

CONDITION AND KNOWN DEFECTS

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

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

Liens and claims — check one

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

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

Condition — check one

☐ The vehicle 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 vehicle, subject to the official title and registration steps. Unless page 2 says otherwise, the seller signs the title over to the buyer on the date of sale. 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 VIN on the vehicle (dashboard plate and door-jamb label) with the VIN on the title and on this form.
2. Check each party's name and address against photo ID, and the seller's name against the certificate of title.
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. Record the odometer reading and mark whether it is the actual mileage. This form does not replace the odometer disclosure on the title or your state's official form.
5. Mark only the lien and condition statements that are true. If a lender still holds the title, get the lien release or payoff arrangement in writing.
6. Check your state's rules for signing over the title, notarization, release of liability, plates and registration deadlines. Sign and date in each other's presence, and keep a signed copy each.