Vehicle Bill of Sale

Record of a private sale of a motor vehicle — with a payment plan

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

Not a substitute for the official odometer disclosure.

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

TITLE NUMBER (IF THE VEHICLE IS TITLED)

TITLE ISSUING STATE

INCLUDED ITEMS (KEYS, MANUALS, EXTRA TIRES…)

CONDITION AND KNOWN DEFECTS

3 PRICE AND PAYMENT PLAN

SALE PRICE
$

DOWN PAYMENT RECEIVED
$

BALANCE PAID UNDER THE PLAN ON PAGE 2
$

PAYMENT METHOD

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

DATE DOWN 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 on the title-and-possession terms chosen on page 2, which do not change the state’s title, registration or odometer-disclosure deadlines. 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

PAYMENT PLAN

NUMBER OF PAYMENTS	EACH PAYMENT	FINAL PAYMENT (IF DIFFERENT)	FIRST PAYMENT DUE ON
	$	$	

Title and possession — check one

- ☐ The buyer takes possession and the seller signs the title over on the date of sale. This bill of sale does not create a seller's lien.
- ☐ Where state law allows it: possession at sale; the seller keeps the title and signs it over when the balance is paid, within (days): _____

PAYMENT SCHEDULE

NO.	DUE DATE	AMOUNT DUE	DATE PAID	AMOUNT PAID	RECEIVED BY (SELLER'S INITIALS)
		$		$	
		$		$	
		$		$	
		$		$	
		$		$	
		$		$	
		$		$	
		$		$	
		$		$	
		$		$	

ADDITIONAL TERMS (OPTIONAL)

Where and how payments are made, any interest or late fee, where the vehicle is kept and insured, or anything else agreed. The buyer may pay the balance early.

INITIALS

SELLER	BUYER

Before you sign

1. Compare the VIN on the vehicle with the title and this form; check names and addresses against photo ID and the title.
2. Separate the sale price, the down payment actually received and the balance; the schedule must add up to the balance. Interest or a late fee applies only if written under Additional terms; states limit what a private seller may charge.
3. Mark one choice. Some states require the title to be signed over at handover (Kentucky is one); check your state's rule before choosing the second option. A payment plan does not extend title deadlines. For a separate lien, check your state's requirements for creating and recording it.
4. Complete the official odometer disclosure when the title is signed over, and check your state's rules on plates, registration and insurance while the balance is unpaid.
5. Sign and date in each other's presence, initial each payment as it is made, and keep a signed copy each. This form does not give the seller a right to take the vehicle back.