**Click here to START or CLEAR, then hit the TAB button**

Vehicle/Vessel Bill of Sale

Use this form to gather necessary information when you sell your vehicle or vessel. **Completing this form does not transfer the title or act as a Report of Sale.** To complete the transaction, the buyer and seller have the following responsibilities:

# Seller

Submit a completed Report of Sale **within 5 days** from the date of sale. The Report of Sale releases your liability from the vehicle or vessel. You can report the sale:

* In person at any vehicle licensing office
* Online (vehicle only) at [dol.wa.gov](https://www.dol.wa.gov/)
* Mail a [Vehicle Report of Sale](https://www.dol.wa.gov/forms/420062.pdf) or [Vessel Report of Sale](https://www.dol.wa.gov/forms/420063.pdf) to any vehicle licensing office. Include required fee in a check or money order, made payable to Department of Licensing.

# Buyer

To apply for a new title, take the Certificate of Title and this Bill of Sale to any vehicle licensing office and pay all fees and taxes. You must apply **within 15 days** of acquiring the vehicle/ vessel or you will pay a late fee. Late transfer fees start at

$50 and increase to a maximum of $125.

**NOTE:** Depending on your specific situation, other forms may be necessary. For more information, contact customer service at (360) 902-3770. Forms are available online at [dol.wa.gov](https://www.dol.wa.gov/) or at any vehicle licensing office.

Vehicle/Vessel information

|  |  |  |
| --- | --- | --- |
| Sale of *(choose one)*Vehicle Vessel | License plate/ Registration number | Vehicle identification number (VIN)/Hull identification number (HIN) |
| Model year | Make | Model | Date of sale | Sale price |

Seller information

|  |
| --- |
| Seller names |
| Seller address |
| City | State | ZIP code |

Buyer information

|  |
| --- |
| Buyer names |
| Buyer address |
| City | State | ZIP code |
| RelationshipAre you an immediate family member receiving this vehicle as a gift? . . . . . . . . . . . . . . . . . . . . . . . . . . . . Yes NoIf “Yes”, what is your relationship to the seller?  |

X **First buyer signs here.** X **First seller signs here.**

Buyer signature Seller signature

X **Second buyer signs here** X **Second seller signs here.**

Buyer signature Seller signature

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