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# How to Complete an Arizona Bill of Sale

Bill of Sale • Personal property

**INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR DOCUMENT.**

**About this form.** A bill of sale is a written receipt that transfers ownership of personal property, such as equipment, furniture, a boat, a trailer, livestock or business assets, from a seller to a buyer. Notarizing it makes it stronger proof of ownership.

1. **Identify seller and buyer**
   Full names and addresses.
2. **Describe the property**
   Include serial or identification numbers.
3. **State the price and terms**
   Check “as is” or describe any warranty.
4. **Both sign before a notary**
   Bring a current photo ID.

**Signing requirements:** Signed by seller and buyer before a notary.

## After It’s Signed

- Each party keeps an original.

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**Have questions about your Bill of Sale?** To consult with an attorney, contact **Gavrilov & Brooks Law Firm** at **(916) 504-0529** or **www.gavrilovlaw.com**.

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# BILL OF SALE

State of Arizona

## SELLER

Seller name(s)

Phone

Seller address

## BUYER

Buyer name(s)

Phone

Buyer address

## PROPERTY SOLD

Description of property (include make, model, serial numbers, quantity and condition)

Purchase price ($)

Date of sale

Payment method

For the purchase price stated, receipt of which is acknowledged, the seller sells and transfers the property described above to the buyer. The seller states that the seller is the lawful owner, has the right to sell it, and that it is free of all liens and encumbrances except: _____ (if none, write “none”).

☐ The property is sold **AS IS**, without any warranty as to its condition, express or implied.

☐ The seller gives the following warranty:

Warranty terms

X

Seller signature

X

Buyer signature

Printed name and date

Printed name and date



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## ACKNOWLEDGMENT

**STATE OF ARIZONA**

**COUNTY OF** _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____, by _____ (name(s) of person(s) acknowledging).

**X** _____
Signature of Notary Public

_____
Notary Public (printed name)

_____ _____
My commission expires Commission number

(Notary seal)



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