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How to Complete Your Bill of Sale

Vehicle, Vessel, or Personal Property Sale Between Private Parties

INSTRUCTIONS — KEEP FOR YOUR RECORDS. DO NOT ATTACH THIS PAGE TO YOUR BILL OF SALE.

About this form. A bill of sale records a private sale: who sold what to whom, when, and for how much. It protects both parties and helps the buyer register the item. In California, the DMV also accepts its own Bill of Sale (REG 135) for vehicles and vessels. A notarized bill of sale gives stronger proof of the signatures, and some states and agencies require it.

1. **Fill in the seller and buyer**
   Use full legal names and current addresses exactly as they appear on each person's ID.
2. **Describe the item precisely**
   For a vehicle, copy the VIN and plate number from the title and registration, and write the exact odometer reading. For a boat, use the HIN and CF number. For other items, include serial numbers.
3. **Enter the price, date, and any liens**
   Write the actual price paid. If a loan or lien remains on the item, list it; otherwise write "none."
4. **Sign in front of a notary**
   Seller and buyer each sign. Do **not** sign ahead of time. Bring a current government-issued photo ID. We come to you, and each party can sign at a different time.
5. **Vehicles: complete the DMV paperwork**
   The seller signs the title (pink slip) and must report the sale to the DMV within **5 days** (Notice of Transfer and Release of Liability). The buyer must transfer ownership within **10 days**. The seller usually provides a smog certificate.
6. **Keep copies**
   Seller and buyer should each keep a signed copy with proof of payment.

Good to Know

- A bill of sale does not replace the vehicle or vessel title. The title must still be signed over to the buyer.
- Selling "as is" means the buyer accepts the item's current condition. Describe any promises you make in writing.
- Use of the vehicle after the sale date is the buyer's responsibility once the seller files the Notice of Transfer.

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California-Commissioned Notaries

SCAN TO BOOK

Questions about this document? Talk to an attorney. Gavrilov & Brooks Law Firm has attorneys licensed in California, Nevada, and other states. Phone and video consultations are available. **(916) 504-0529** · **www.gavrilovlaw.com**

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YOUR FORM BEGINS ON THE NEXT PAGE

BILL OF SALE

Vehicle, Vessel, or Personal Property

Seller:

(full name of seller) (phone)

(address) (city) (state) (ZIP Code)

Buyer:

(full name of buyer) (phone)

(address) (city) (state) (ZIP Code)

Item sold (mark one and describe):

☐ **Motor vehicle**

Year Make Model Vehicle Identification Number (VIN) Odometer reading

License plate no. Body type / color Title / pink slip no. (if known)

☐ **Vessel / boat** (include any trailer or motor sold with it)

Year / make / model Hull Identification Number (HIN) CF registration no.

☐ **Other personal property**

(description, including serial numbers)

Sale terms:

Purchase price $ Date of sale Payment method (cash, check, transfer)

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

The item is sold **“AS IS,”** with no warranties, express or implied, except as stated here: _____. The Buyer has had the opportunity to inspect the item.

For a motor vehicle, the Seller states that, to the best of the Seller’s knowledge, the odometer reading above reflects the actual mileage unless marked here: ☐ exceeds mechanical limits ☐ not actual mileage.

Seller

(signature)

(printed name) (date)

Buyer

(signature)

(printed name) (date)

Sign in front of the notary public, who will complete the acknowledgment on the next page.

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CERTIFICATE OF ACKNOWLEDGMENT

Notary acknowledgment of the signature(s) on this Bill of Sale.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)

County of _____)

On _____ before me, _____

(here insert name and title of the officer)

personally appeared _____

, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

(Seal)

Signature _____