

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

Remove license plate from the vehicle **at time of sale**. 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 (vehicles only). Fees apply.
- Online (vehicle only) at dol.wa.gov.
- Mail a [Vehicle Report of Sale](#) or [Vessel Report of Sale](#). 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 may 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 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
Relationship Are you an immediate family member receiving this vehicle as a gift? Yes No If "Yes," what is your relationship to the seller? _____		

X _____
Buyer signature

X _____
Buyer signature

X _____
Seller signature

X _____
Seller signature