

## 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](http://dol.wa.gov)
- Mail a [Vehicle Report of Sale](#) or [Vessel Report of Sale](#) 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:** This transfer may require an emissions test.

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](http://dol.wa.gov) or at any vehicle licensing office.

**Vehicle/Vessel information**

Sale of ( <i>choose one</i> ) <input type="checkbox"/> Vehicle <input type="checkbox"/> 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? . . . . . <input type="checkbox"/> Yes <input type="checkbox"/> No If "Yes", what is your relationship to the seller? _____		

**X** \_\_\_\_\_  
Buyer signature

**X** \_\_\_\_\_  
Buyer signature

**X** \_\_\_\_\_  
Seller signature

**X** \_\_\_\_\_  
Seller signature