

Bill of Sale

When using a bill of sale for proof of ownership to meet one of the two requirements when registering a vehicle that no longer requires a title, model year 1999 and OLDER, the following criteria MUST be met: A bill of sale of a vehicle shall contain the following information:

- (a) The date of the sale;**
- (b) A description of the vehicle including:**
 - (1) Make;**
 - (2) Model;**
 - (3) Vehicle identification number;**
 - (4) Model year;**
 - (5) Year of manufacture;**
 - (6) Type of body; and**
 - (7) Number of cylinders.**
- (c) Name and address of purchaser; and**
- (d) Signature and address of seller.**

If the above information is not complete, we will not accept the document as proof of ownership.

My office provides blank bills of sale should you choose to stop in to pick one up.