

INSTRUCTIONS FOR BILL OF SALE

Bill of Sale: In those situations when you are buying or selling large pieces of personal property, most often vehicles or trailers, you should execute a Bill of Sale. The document should accurately describe the item being sold and the prices being paid. Many times the Bill of Sale will be used to determine the amount of sales tax that will be assessed on the sale, especially if a title transfer needs to take place. Remember, in most states a Notary Public will be required to verify the signatures before state agencies will accept the transfer. As a matter of course, I would have the Bill of Sale notarized.

BILL OF SALE

KNOW ALL MEN BY THESE PRESENTS:

That _____ of
(Seller)
_____, County of _____, State of _____, the part ___ of the
first part, for and in consideration of the sum of _____ Dollars,
lawful money of the United States of America, to _____ in
(Seller)
hand paid by _____, the part ___ of the second part,
(Buyer)
the receipt whereof is hereby acknowledged, do ___ by these presents grant, bargain, sell and deliver unto the said
part ___ of the second part, the following described personal property now located at _____
in the City of _____, County of _____, State of _____, to-wit:

TO HAVE AND TO HOLD the same to the said part ___ of the second part, _____ heirs, executors,
administrators, and assigns forever. And said part ___ of the first part, for _____ heirs, executors, administrators,
covenant__ and agree__ to and with the said part ___ of the second part, _____ executors, administrators and assigns,
that said part ___ of the first part _____ owner__ of the said property, goods and chattels and ha__ good right and
full authority to sell the same, and that _____ will warrant and defend the sale hereby made unto the said part ___ of
the second part, _____ executors, administrators and assigns, against all and every person or persons,
whomsoever, lawfully claiming or to claim the same,

IN WITNESS WHEREOF, The said part ___ of the first part ha__ hereunto set _____ hand and seal this
____ day of _____, _____.

Witness

Seller

Witness

Seller

STATE OF _____)
County of _____)

On this day personally appeared before me _____
(Seller) to me known to be the individual(s) described in and who executed the within and foregoing instrument, and
acknowledged that _____ signed the same as _____ free and voluntary act and deed, for the uses and purposes therein
mentioned.

GIVEN under my hand and official seal this _____ day of _____, _____.

Notary Public in and for the State of _____
residing at _____