BILL OF SALE

For a vehicle, boat, equipment or other personal property • Date: [DD/MM/YYYY]

This Bill of Sale is made on [Date] at [City, State / Country] between:

SELLER: [Full name], of [Address], ID / licence no. [0000], phone [Phone].

BUYER: [Full name], of [Address], ID / licence no. [0000], phone [Phone].

1. Property sold

Description: [e.g. 2018 Toyota Corolla, silver / office furniture / laptop]

Make and model: [Make / Model] Year: [YYYY] Colour: [Colour]

Serial / VIN / registration no.: [Number]

Odometer reading (vehicles): [Mileage] [miles / km] — [ ] Actual mileage [ ] Not actual mileage

Included items: [e.g. spare key, charger, manuals]

2. Price and payment

The Buyer pays the Seller [amount and currency] ([amount in words]) for the property.

Payment method: [ ] Cash [ ] Bank transfer [ ] Cheque no. [____] [ ] Other: [____]

The Seller confirms receipt of [the full amount / a deposit of (amount), with the balance of (amount) due on (date)].

3. Transfer of ownership

Ownership and possession pass to the Buyer on [Date and time], when the Buyer collects the property. From then on the Buyer is responsible for it, including registration, insurance and taxes where these apply.

4. Seller's promises

The Seller is the legal owner, has the right to sell the property, and it is free of any loan, lien or claim by anyone else, except: [none / details].

5. Condition

The property is sold "as is", in its current condition, with no warranty about its quality or fitness for a purpose, except: [none / any warranty given].

The Buyer has inspected the property, or has had the chance to, before signing.

IN WITNESS WHEREOF, the parties have signed this agreement on the date first written above.

SELLER

Signature: _____

Name: _____

Date: _____

BUYER

Signature: _____

Name: _____

Date: _____

WITNESS 1

Signature: _____

Name: _____

ID no.: _____

WITNESS 2

Signature: _____

Name: _____

ID no.: _____

This template is a general starting point, not legal advice. Laws differ by country and state; have the final agreement checked by a lawyer before signing.