

# Buyer's Checklist

## ● Title

- Seller properly assigns the title by signing the reverse side & print name also
- Your printed name/address on the top line
- Print the date of sale
- Odometer (if required)
- Damage Disclosure (if required)

## ● Proof of sale

Write up a bill of sale

- Seller's & buyer's printed name
- Year, Make, & VIN
- Date of sale
- Dollar amount
- Seller & buyer need to sign

## ● Check registration

Make sure seller had current plates.

(If they, don't you have to pay up the back fees at transfer.)

## ● At courthouse

Anyone who is going to be listed as an owner on new title will need to sign an application for certificate of title and/or registration (form # 411007) and any other forms that might be required, before new title can be issued.

**You can always call your motor vehicle office for help on what to do.**