

## Vehicle Report of Sale

Use this form to notify us that you have sold, traded, or given up ownership of a car, truck, motorcycle, trailer, or other registered vehicle.

### Seller

To release your interest in the vehicle:

1. Sign the Vehicle Certificate of Title and give it to the buyer
2. File a Report of Sale **within 5 business days of the sale** with the Department of Licensing to document the sale.
 

Filing options (see [dol.wa.gov](http://dol.wa.gov) for fee information):

  - Online at [dol.wa.gov](http://dol.wa.gov) or use your [License express account](#)
  - In person or mail this form to any vehicle licensing office (**include Report of Sale fees with this form**)

### Buyer

1. Apply for a new registration/title **within 15 calendar days** of purchasing the vehicle to avoid paying a penalty.
2. Take or mail the signed Certificate of Title and completed [Vehicle Title Application](#) (TD-420-001) to any vehicle licensing office and pay the required fees and taxes.

### Vehicle information

Plate/Decal/Metal tag number	Vehicle identification number (VIN)	Model year	Make	Model
Certificate of title number	Date vehicle sold	Sale price (enter 0 if gift or inheritance)		Today's date

### Seller and buyer information

Seller name		
Address		
City	State	ZIP code
Buyer name		Driver license number (if available)
Address		
City	State	ZIP code

A person who files a vehicle report of sale without the knowledge of the transferee shall be guilty of fraudulent filing and punished under state law. RCW 9.45.270