

# Bill of Sale Checklist

Action Checklist — ClearLegalTips.com (2026)

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Complete these to make your sale record valid and useful for title transfer.

## Item & Parties

- Described the item (make/model/VIN/serial)
- Entered buyer and seller full names
- Recorded the sale date and price

## Terms

- Stated “as-is” or any warranty
- Recorded odometer reading (vehicles)
- Noted payment method

## Execute

- Both parties signed and dated
- Notarized if your state requires it
- Buyer kept the original for titling

## Notes

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