

Vehicle Report of Sale

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

Seller

1. Sign the vehicle title and give it to the buyer to release your interest in the vehicle.
2. File a Report of Sale **within 21 business days of the sale** with the Department of Licensing to document the sale.

Filing options:

- Online at dol.wa.gov or use your [License express account](#) – Free
- In person or mail this form to your local [vehicle licensing office or county auditor](#) – Fees apply

Buyer

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

Vehicle information

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

Seller information

Name		
Address		
City	State	ZIP code

Buyer information

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