

BILL OF SALE

ANY ALTERATIONS VOID THIS FORM | COMPLETE ALL INFORMATION IN INK

I, _____, transferred a _____
SELLER'S NAME YEAR MAKE & MODEL

_____ to _____
VIN BUYER'S NAME

for \$ _____ on _____
SALE PRICE, OR ENTER "GIFT" OR "TRADE". DATE OF SALE/TRANSFER
EXPLANATION REQUIRED BELOW FOR GIFTS & TRADES

For gifts, explain: _____
RELATIONSHIP OR REASON FOR GIFT

For vehicle trades: _____
VIN OF TRADED VEHICLE

YEAR, MAKE, & MODEL OF TRADED VEHICLE

SELLER'S SIGNATURE

BUYER'S SIGNATURE

Phone: _____

Phone: _____

Iowa Administrative Rule 701.250 – A bill of sale, or equivalent documentation, is required to establish purchase price. The bill of sale, or equivalent documentation, **must be signed by the seller**. The county treasurer, DOT, or DOR may require additional or alternative documentation as necessary to sufficiently establish purchase price.

*****Notice: The seller should always remove license plates for possible refund or cancellation.*****
Plates are to be turned in to your county treasurer's office if not transferring to a replacement vehicle within 30 days.

To Claim a Refund of unused registration fees:

- Complete a Claim for Refund (IOWADOT FORM 411047) and submit it to your county treasurer with the vehicle plates.
- You must file a claim within six (6) months from the date of sale or junking.
- Refunds of less than \$10.00 will not be granted.

It is good practice to maintain evidence of the sale of the vehicle by:

- Obtaining a receipt from the buyer stating they have accepted delivery of the car and title, or
- Retaining a copy of the back of the title showing assignment to the buyer, or
- Filing a "Notice of Sale of Vehicle and Delivery of Title" form 411107 with the county where the vehicle is registered.