

Instructions

- Complete all areas on the front of this bill of sale. If any of the information is incomplete or inaccurate, it will be returned to you for correcting.
- Ensure Seller's Information is complete and that the seller has signed the seller's certification statement. Identify the person delivering the vehicle if different than the seller.
- Include a copy of the seller's driver license, nondriver license or state issued identification card. The name on the driver license, nondriver license or state issued identification card must match the name of the vehicle seller identified on this bill of sale.
- You may not use this process for vehicles less than ten years old.
- For vehicles which are less than 20 years old, you must obtain access to the Department of Revenue's online record access system and verify that the Department's records do not contain a recorded lien on the vehicle prior to completing this bill of sale. If a lien is recorded, it is your responsibility to ensure the lien has been satisfied prior to submitting this bill of sale.
- If you are a scrap metal operator holding a valid salvage dealer's license and you are retaining the vehicle for resale of the parts, you must obtain a junk certificate (\$2.50).
- **Mail completed application with a copy of the seller's identification to:**

**Motor Vehicle Bureau
P.O. Box 2076
Jefferson City, MO 65101-2076**

Visit <http://dor.mo.gov/motorv/liendeal/nol/index.php> to obtain information on how to access the Department of Revenue's online record access system.