



Delaware Used Car Buyer's Paperwork Checklist

Use this checklist to prepare for buying a used vehicle from a private seller in Delaware. Confirm the latest requirements with the Delaware Division of Motor Vehicles before completing your transaction.

KEY FACTS

State	Delaware
Agency	Delaware Division of Motor Vehicles
Process	See official source
Notary required	No
Bill of sale	Conditional
Odometer disclosure	Yes
Filing deadline	30 days
Last reviewed	May 13, 2026

QUICK REFERENCE

NOTARY No	BILL OF SALE Conditional	ODOMETER Yes	INSPECTION Yes
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IMPORTANT DEADLINES

Within 30 days

Buyers must apply for a new certificate of title within 30 days of purchase. A late fee applies after 30 days.

PRINTABLE CHECKLIST

Buyer checklist

- ☐ **Signed title from seller** **REQUIRED**
The seller must have signed the title over to you. Check that the odometer reading is noted.
- ☐ **Bill of sale** **RECOMMENDED**
Proof of purchase with VIN, price, and both parties' information.
- ☐ **Government-issued photo ID** **REQUIRED**
Required when submitting title transfer paperwork.
- ☐ **Payment for title transfer fees** **REQUIRED**
Fees vary by state. Check your state's official DMV fee schedule.
- ☐ **Proof of insurance** **REQUIRED**
Most states require proof of minimum liability insurance before issuing plates.
- ☐ **Sales tax payment** **CONDITIONAL**
Sales or use tax is typically due when registering the vehicle. Rate and basis vary by state.

Required forms

- ☐ **Signed title from seller** **REQUIRED**
The seller must sign the title over to you. Verify the VIN and odometer reading.
- ☐ **Title transfer application** **REQUIRED**
Form required to apply for a new title in your name. Requirements vary by state.

SPECIAL REQUIREMENTS

Notary: No — Delaware titles do not require notarization for a standard private-party transfer.

Bill of sale: Conditional — A bill of sale is not required if the sale price is shown on the title assignment; if price is missing, the DMV uses NADA trade-in value to calculate document fees.

Odometer disclosure: Yes — Required by federal law for vehicles under 10 years old.



Inspection: Yes — All vehicles being titled for the first time in Delaware must pass both a safety and emissions inspection at a DMV inspection lane before the new title is issued. This is a buyer responsibility performed at the DMV. Certain vehicles are exempt (motorcycles, EVs, pre-1968 vehicles).

STEP-BY-STEP PROCESS

- 1 Run a vehicle history report (e.g., CARFAX or NMVTIS) before purchase.
- 2 Verify the seller's name matches the name on the title.
- 3 Ensure the title is free of liens or confirm the lien will be resolved.
- 4 Have the seller sign the title over to you and complete odometer disclosure.
- 5 Obtain a bill of sale from the seller.
- 6 Submit the signed title, application, fees, and proof of insurance to your state DMV.
- 7 Pay any applicable sales tax.

COMMON MISTAKES

- Not verifying that the seller is the titled owner.
- Failing to check for outstanding liens before purchase.
- Missing the deadline to register the vehicle after purchase.
- Not getting a bill of sale.

OFFICIAL SOURCES

Delaware DMV — Title Transfer

https://dmv.de.gov/VehicleServices/titles/index.shtml?dc=ve_title_transfer

Delaware DMV

<https://www.dmv.de.gov>