



North Dakota Used Car Buyer's Paperwork Checklist

Use this checklist to prepare for buying a used vehicle from a private seller in North Dakota. Confirm the latest requirements with the North Dakota Department of Transportation — Motor Vehicle Division before completing your transaction.

KEY FACTS

State	North Dakota
Agency	North Dakota Department of Transportation — Motor Vehicle Division
Process	See official source
Notary required	Conditional
Bill of sale	Conditional
Odometer disclosure	Yes
Last reviewed	May 13, 2026

QUICK REFERENCE

NOTARY Conditional	BILL OF SALE Conditional	ODOMETER Yes	INSPECTION No
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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: Conditional — Standard title assignment does not require notarization. However, if using the official Seller's Certificate (Form SFN 2888), that form must be notarized. Having signatures notarized is strongly recommended.

Bill of sale: Conditional — A bill of sale is not strictly required for private-party sales. The state provides an official Private Party Vehicle Bill of Sale (Form SFN 62502) and Seller's Certificate (Form SFN 2888) for optional use.

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

Inspection: No — North Dakota does not require a seller-provided inspection or emissions certificate for private-party sales.

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

North Dakota DOT — Motor Vehicle
<https://www.dot.nd.gov/motor-vehicle>

North Dakota DOT Motor Vehicles
<https://www.dot.nd.gov/divisions/mvl/mvl.htm>