



Oregon Used Car Buyer's Paperwork Checklist

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

KEY FACTS

State	Oregon
Agency	Oregon Department of Transportation — DMV
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 Conditional
---------------------	------------------------------------	------------------------	----------------------------------

IMPORTANT DEADLINES

Within 30 days

Buyer must apply for title within 30 days of the date of sale. Late fee is \$25 for applications 31–60 days after sale; \$50 for applications after 60 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 — Notarization is not required for a standard private-party title transfer in Oregon. Notarization is only needed for specific situations such as inheritance affidavits.



Bill of sale: Conditional — A bill of sale is required if the seller's name is not on the title (to document the chain of ownership). For standard transfers where the title is properly in the seller's name, a bill of sale is optional but recommended.

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

Inspection: Conditional — The seller is not required to provide an emissions certificate. However, the buyer must pass an Oregon DEQ emissions test before registering in the Portland Metro or Medford/Ashland areas. Vehicles within the last 4 model years are exempt from the initial test.

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

Oregon DMV — Buying and Selling

<https://www.oregon.gov/odot/dmv/pages/vehicle/buysell.aspx>

Oregon DMV

<https://www.oregon.gov/odot/dmv/>