



Out of State Buyer Titled/Registered Asset Checklist

Affiliate Name: _____

Auction ID: _____

VF & Paperwork Due: Within 10 days of Auction Close Date **(MUST be received by the Title Dept. by this date, VF submitted through Bill & Pay, include Auction ID & lot #'s)**

Lot #: _____ Year: _____ Make/Model: _____

Buyer & Seller Requirements – Must Be Received by K-BID Title Dept. by Paperwork Due Date – Please note

Out of State Buyer (Requirements)

Also applies to winning bidders who intend to register the vehicle in another State.

- ☐ Fees: Collect \$200 Doc Admin Fee & \$20 Excise Fee (only if Excise Fee is listed on the invoice)
- ☐ Copy Buyer's Driver's License – **front & back required**
- ☐ Buyer Signs & Dates the invoice file copy after writing the following on the invoice: **"I took possession of the title as I will be registering this vehicle in the State of _____."**
- ☐ Remove License Plates & attach 60-day permit to rear license plate.
- ☐ Buyer leaves with paid invoice, title, lien release card (if applicable) and 60 day permit.

Affiliate is responsible for submitting the following to K-BID within 10 days of the Auction Close Date:

- \$200 Doc Admin
- \$20 Excise Fee (if applicable)
- Original Consignment form
- Copy of the Buyer's Driver's License – front & back
- Buyer Signed & Dated Invoice stating they took the Title
- Out of State Buyer checklist