

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]

[Buyer's Name]  
[Buyer's Address]  
[City, State, Zip Code]

Subject: Bill of Sale for Personal Belongings

Dear [Buyer's Name],

This Bill of Sale serves as a formal agreement between [Your Name] ("Seller") and [Buyer's Name] ("Buyer") for the sale of personal belongings as outlined below.

**\*\*Description of Items Sold:\*\***

1. [Item 1: Description, Condition, Quantity]
2. [Item 2: Description, Condition, Quantity]
3. [Item 3: Description, Condition, Quantity]
4. [Additional items as necessary]

**\*\*Total Sale Price:\*\*** \$[Total Amount]

**\*\*Payment Method:\*\*** [Cash, Check, etc.]

The Seller affirms that the items sold are owned outright by the Seller and are free from any liens or encumbrances. The Buyer acknowledges that the items are sold "as-is" without any warranties or guarantees.

By signing below, both parties agree to the terms outlined in this Bill of Sale.

**\*\*Seller's Signature:\*\*** \_\_\_\_\_

**\*\*Date:\*\*** \_\_\_\_\_

**\*\*Buyer's Signature:\*\*** \_\_\_\_\_

**\*\*Date:\*\*** \_\_\_\_\_

Thank you for your purchase.

Sincerely,

[Your Name]