



Private Party Vehicle Purchase Instructions:

Purchasing from a private party is a very detail oriented task so we ask that you please follow the guidelines below to aid in a smooth transaction. **Unfortunately, we are unable to fund any private party purchases with buyers/sellers and/or title(s) outside the state of Washington.**

- Please make an appointment to go to a branch for funding at least 24 hours before transaction is to be completed.
- ALL Sellers/Buyers that will be on the title must be able to go to the branch for the funding appointment.
- Need to know: exact year/make/model/plate # and VIN #
- Title(s) must be Washington State Titles.
- ALL Sellers must be residents of Washington State.
- ALL Buyers must be residents of Washington State.
- Does the seller own free and clear or owe on the title?
 - OWN FREE AND CLEAR: We will need a copy of the title and VIN # at the time the appointment is made.
 - OWES ON THE VEHICLE: We will need a copy of the registration and a signed/completed authorization for payoff by the SELLER at the time the appointment is made.
- Title CANNOT be branded: REBUILT, JUNK, or SALVAGED.
- If the buyer lives in an emissions zone a current emissions test must be done before the appointment is made for funding.
- TABS - must have at least 90 days left before renewal. If there is less than 90 days left the seller will need to renew before we are able to fund. (does not matter who actually pays for the tabs but they do need to be renewed by the seller – no one else is able to do so per the State of Washington)

If you have any questions regarding your private party purchase or need to schedule an appointment, please contact our lending center.

Qualstar Lending Center
800-848-0018 ext. 4708
FAX – 425-460-3923 or 425-401-1578