



Seller's Report of Sale

This space for use by
Secretary of State.



Secretary of State
Vehicle Services Department
Record Inquiry Section
501 S. Second St.
Springfield, IL 62756
ilsos.gov

When you sell or release interest in a vehicle that is titled or registered in Illinois, you must complete this form immediately and mail it to the Secretary of State Vehicle Services Department. This will release your responsibility for the vehicle.

Note: Completing this form does not meet the legal requirements for transferring ownership. Illinois law requires the vehicle owner to complete and sign the "Assignment of Title" section on the Certificate of Title to the buyer. The buyer must then apply for a new title.

1	Date of Sale	08/12/2026		
2	Vehicle Year	2017	Vehicle Make	Subaru
3	Vehicle Identification Number (VIN)	4S4BSAFC2H3281640		
4	Name of Seller	Roland K. Petrakis		
	Address of Seller	1130 S. Ridgeland Ave Oak Park, IL 60304		
		City	State	ZIP
5	Name of Buyer	Simone Achterberg		
	Address of Buyer	705 E. Emerson St, Bloomington, IL 61701		
		City	State	ZIP

Mail To: Secretary of State
Vehicle Services Department
Record Inquiry Division
501 S. Second St.
Springfield, IL 62756

Under penalties of perjury, I certify that the above information is true and correct according to U.S. laws.

6	Executed on	08/12/2026	Roland Petrakis
		Date	Signature of Seller
			Roland K. Petrakis
			Printed Name of Seller

How to fill out VSD 703 — Seller's Report of Sale

sellmycarhub.com

Illinois · written against VSD 703 (VSD 703.3, February 2026), issued under 625 ILCS 5/3-112

</forms/illinois/vsd-703-sellers-report-of-sale/>

One page, eleven blanks, and the only document in an Illinois sale that exists for the seller's benefit rather than the buyer's. It tells the Vehicle Services Department that the car has gone, which is what releases your responsibility for it. It does not move ownership, and the form takes the trouble to say so.

This sheet is not the form. Download the blank VSD 703 from the Illinois Secretary of State at https://www.ilsos.gov/content/dam/publications/pdf_publications/vsd703.pdf — always take the current revision from the agency rather than a copy. Print this and keep it beside you while you complete theirs.

Every line, in the order you meet it

1	YOU	Date of Sale	The day the buyer took the car. Watch out: Not the day of the advert, not the day the deposit cleared. The day it left.
2	YOU	Vehicle Year and Vehicle Make	Two short boxes sharing a line. Watch out: There is no model box. Writing Outback after Subaru pushes the make out of its own field and gains you nothing.
3	YOU	Vehicle Identification Number	Seventeen characters, off the certificate. Watch out: This is what the department matches the record on. A transposed digit files your report against somebody else's car.
4	YOU	Name and Address of Seller	Your name on one line, then a street line and a city, state and ZIP line. Watch out: Use the address the department already has for you. If you have just moved, that is a separate form - VSD 165 - and worth doing at the same time.
5	YOU	Name and Address of Buyer	The buyer's name, then a single line for city, state and ZIP. Watch out: Get this off something with their address printed on it while they are standing there. Afterwards is too late, and a report naming nobody findable protects nobody.
6	YOU	Executed on, signature and printed name	The date you are signing, your signature, and your name printed underneath it. Watch out: The line above reads that you certify under penalties of perjury that the information is true and correct. Then post it to the Record Inquiry Division in Springfield - not to a facility.

What gets this one rejected

- Treating it as the transfer. The note on the form is unambiguous: completing this form does not meet the legal requirements for transferring ownership, and Illinois law still requires the owner to complete and sign the Assignment of Title section on the Certificate of Title to the buyer.
- Waiting. The instruction is to complete it immediately and mail it - there is no grace period written on the form because there is no period written on it at all.
- Sending it to a facility. This one goes to the Record Inquiry Division at 501 S. Second St. in Springfield, which is a different address from the title application.
- Filling in the buyer's details from memory. The whole value of the report is that the department can see who has it now.
- Signing without dating the executed-on line. There are two dates on this sheet and they are not the same date.

☒ Amber is what you write ☐ Grey is a block somebody else completes The filled-in example is at the start of this sheet.

Read off VSD 703 (VSD 703.3, February 2026) and the Illinois Secretary of State's own pages, current as of 2026-08-23. Plain-language help with a form, not legal advice — where this and the agency differ, the agency governs. sellmycarhub.com