

How to fill out TR-12 — Affidavit to a Fact / Bill of Sale

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Kansas · written against TR-12 (Rev 6-22), issued under K.S.A. 8-135

/forms/kansas/tr-12-affidavit-to-a-fact/

Kansas's utility affidavit: one sheet carrying six pre-printed statements, each with its own tick box, and a second page that reprints the bill of sale. Two of the six belong to a seller. The Vehicle Gift Certification is the Division's instrument for giving a car away when the recipient is not a relative, and the One and the Same Person statement is how a title that spells your name one way and your license another gets reconciled without a court. The others - adding a name to a completed assignment, certifying non-use, military renewals, antique model-year plates - are here because the sheet is shared across the Division's counters.

This sheet is not the form. Download the blank TR-12 from the Kansas Department of Revenue, Division of Vehicles at <https://www.ksrevenue.gov/pdf/tr12.pdf?f=ks-tr12.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	The vehicle band	Year, make and ID number, whichever statement you are here for. Watch out: The ID number is the VIN off the certificate. The counter ties this affidavit to a title record, and it can only do that with the number that record is filed under.
2	YOU	Tick one statement	The gift certification for a non-relative gift, or one and the same person for a name the title spells differently. Watch out: One sheet, one statement. A second problem gets a second TR-12 - they are free, and the county reads a single-purpose affidavit far faster.
3	YOU	The gift's two lines	Who the gift is to, and the owner's hand printed name. Watch out: Write gift in the price space of the title assignment as well - the affidavit explains the price space, it does not replace it. And if the recipient is your child, parent or grandchild, stop: the Affidavit of Relationship is the right sheet and the tax-free one.
4	YOU	The certification	Sign, print the name of the person who signed, and date it. Watch out: The sentence above your signature is a perjury certification covering every word on the sheet. On a name-reconciliation filing, sign in the name your license carries - that is the identity the affidavit exists to establish.
5	YOU	Attach it to the paperwork it explains	The affidavit travels with the title to the treasurer's counter - stapled to the assigned certificate the recipient takes in. Watch out: For a gift, the recipient still owes the title fee and property tax at registration even when no sales tax is due, so send the affidavit along the day the car goes - their 60-day clock is already running.

What gets this one rejected

- Using the gift certification for a family gift. Its own first line confines it to a recipient who is not a relative - a gift or sale between lineal ascendants and descendants runs on the Affidavit of Relationship instead, which is also what makes it tax-exempt.
- Ticking more than one statement for more than one problem. Each statement is a separate sworn assertion; a sheet doing two jobs gets read at the counter as doing neither.
- Writing a token price on a gift. A bona fide gift is given without any consideration - the Department's tax publication draws exactly that line, and a dollar of consideration makes it a taxable sale.
- Signing the certification without printing the name beneath it. The block asks for the printed name of the person(s) that signed above, and the county cannot process a signature it cannot read.
- Using the assignment statement to fix a name that was never on the deal. Adding a name to a completed assignment requires every person to be listed as a purchaser to sign - it is a correction of the record, not a side door onto someone else's title.

☒ Amber is what you write ☐ Grey is a block somebody else completes The completed example follows overleaf.

Read off TR-12 (Rev 6-22) and the Kansas Department of Revenue, Division of Vehicles's own pages, current as of 2026-08-23. Plain-language help sellmycarhub.com
with a form, not legal advice — where this and the agency differ, the agency governs.

KANSAS DEPARTMENT OF REVENUE
AFFIDAVIT TO A FACT
www.ksrevenue.org

Fill out the vehicle information, check appropriate statement(s) and the Affiant's Certification at the bottom of the form.

Vehicle Information:

Year 2009 Make Toyota ID # 2T1KU40E89C561208

☒ **Vehicle Gift Certification** - Used when vehicle or trailer is given as a gift and the recipient is not a relative.

Gift is to: Tabea R. Oblinger Owner's hand printed name: Leocadia M. Wondra

☐ **ONE AND THE SAME PERSON** - Used when a person's name changed or is incorrect.

Name as listed on title _____ Legal Name _____

☐ **DISCLAIMING VEHICLE OWNERSHIP** - Used when disclaiming ownership as shown on the assignment of title found on the backside of Certificate of Title, for the above referenced vehicle

☐ **TITLE OR MSO ASSIGNMENT** - Used when adding a name(s) to the title assignment after the assignment was completed. All parties to be listed as purchasers must sign below.

Name of person being added to title _____

☐ **VEHICLE NON-USE** - Used when registering or renewing vehicle registration and the vehicle was not operated for a full **registration** year. EX: A June expiration requires the vehicle to not be in operation from June of one year until after May of the following year.

Dates vehicle was not in use:

Beginning: Month _____ Year _____ **Ending:** Month _____ Year _____

☐ **RELATIVES OF A MEMBER OF THE MILITARY** - Used when a family member is renewing the registration for a member of the U.S. military.

I am the (Must Check One): ☐ Spouse; ☐ Parent; ☐ Eldest Brother or Sister of _____.

☐ **ANTIQUE MODEL YEAR LICENSE PLATE** - Used when registering an antique vehicle with a model year Kansas license plate.

License Plate Information: Year on Plate _____ Plate Number _____

All Letters and Numbers Must be Shown

AFFIANT'S CERTIFICATION

I certify under penalty of perjury that all information and statement(s) made above are true to the best of my knowledge.

Affiant's Signature _____

Affiant's Signature _____

Printed Name of Person(s) that Signed Above Leocadia M. Wondra Date 08/06/2026

BILL OF SALE

www.ksrevenue.org

This Bill of Sale is an affidavit of the amount of money or value that was exchange between the seller(s) and buyer(s) for the vehicle listed herein. ONLY antique vehicles (vehicles 35 years old or older) can have the ownership transferred (sold) by bill of sales. All other vehicles sold by or purchased from a Kansas resident must have the ownership transferred (sold) by assigned title.

Seller Information

Printed Name _____
 Address _____
 City _____
 State _____
 ZIP _____

Buyer Information

Printed Name _____
 Address _____
 City _____
 State _____
 ZIP _____

Vehicle Information:

Year _____ Make _____ VIN _____

Purchase Price: \$ _____ **Date of Sale:** _____

By our signatures, we swear and affirm the above stated purchase price is true and accurate under penalty of perjury. I am aware that the law provides severe penalties for making false statements under oath.

Signature of Seller _____ Date _____

Signature of Buyer _____ Date _____

Antique Vehicle Transfer of Ownership

Complete only if no title is available.

This section of the bill of sale is to be used to transfer ownership of an antique vehicle (vehicle that is 35 model years old or older) when there is no Kansas title for the vehicle in the name of the owner / seller. All information in the bill of sale above and the antique vehicle transfer of ownership below MUST be filled out for this to be a valid assignment of ownership. If a non-Kansas resident owns the antique vehicle and the vehicle is not maintained / garaged in Kansas, the ownership of the vehicle must be transferred according to the laws of the seller's home state of residence.

I, the undersigned, certify that I am the owner of this antique vehicle, which is listed above, and on this day I have sold and am transferring ownership of this vehicle to _____ listed above as buyer. To the best of my knowledge, no title has been issued in my name for this vehicle in any titling jurisdiction.

I further certify that I will guarantee this vehicle to be free and clear from all defects, liens or encumbrances of any nature whatsoever and that I will indemnify any subsequent purchaser of same for any loss sustained should anyone prove ownership of said vehicle superior to my title.

Date vehicle was sold and delivered: _____

Signature of Seller: _____

Notice to Buyer:

Any antique vehicle being sold on a bill of sale that is 60-years old or newer will require an MVE-1,(Motor Vehicle Examination) issued by the Kansas Highway Patrol and submit when applying for antique title. Application for title must be made within 60 days of the purchase date in the county treasurer's motor vehicle office in the county in which the vehicle will be located / garaged. Penalty will be assessed on and after the 61st day.