

# BUYING YOUR FIRST CAR CHECKLIST

✓	ITEM	TASK
	<b>CarFax</b>	Get the VIN number of the car (see below) and run a CarFax <a href="https://www.carfax.com">https://www.carfax.com</a> This is free.
	<b>BlueBook</b>	Go to this website <a href="http://www.kbb.com/">http://www.kbb.com/</a> and enter the make and model of the car to get an 'official' estimate on the worth of the vehicle, this is free.
	<b>Accident</b>	If the car has been in a major collision, we recommend against purchasing this car
	<b>CHECK THE CAR</b>	<b>Preliminary steps before taking it to the mechanic</b>
		Body of car      Make sure panels are lined up
		Tires              Check to see that they are even on all sides
		Lights             Turn on all lights, check blinkers, and high beams as well as the actual casing of the lights
		Seats              Try out all seats, and change positions of the seats
		Doors             Open and close all doors; Make sure panels are lined up; Check to see that they are even on all sides
		Instruments & controls      Turn on all lights, check blinkers, and high beams as well as the actual casing of the lights; Turn on ignition and turn on all things, ie air, heater, cruise, radio, etc
		Fluids             4 key fluids: Oil (dark), transmission (pink), power steering & brake
		Driving            Try driving slow and fast, does it feel good? Does it pull to one side or another when driving?
		Spare tire         Where is the spare tire? Look at it to see the condition of it
	<b>Mechanic</b>	Make sure that a trusted repair shop reviews the vehicle before you close the deal. Have her note any problems and give you a written report with estimates on how much it will cost to fix them.
	<b>AAA/DMV/ Secretary of State</b>	They can assist you in the transaction however below are the mandatory steps. Depending on the state you live in, it could be the Department of Motor Vehicles (DMV), the Secretary of State, your car insurance company (like AAA)
	<b>VIN number</b>	Located on the bottom left of the windshield on the driver's side (or on the door jam between the front driver's side) Used to make sure the car is not stolen and used for CarFax history of vehicle
	<b>CERTIFICATE OF Title &amp; Registration</b>	Make sure that the Title document (like money) and Registration card (kept in the car) <b>match the seller's driver's license name- WITHOUT FAIL. Have them endorse &amp; date the back of the title.</b> Make sure all information is filled out legibly. You have about 10 days in California & 15 days in Michigan to register your car before incurring late fees.
	<b>Car Insurance</b>	Make sure you are insured already before driving the car. If you have your own insurance, this will be covered for at least 3 days, otherwise, call your car insurance and add your new car to your policy.
	<b>Seller's Information</b>	Get the seller's name, address and phone number without fail; match the Title information to the seller's driver's license
	<b>\$\$ Exchange</b>	Once you have the title, you can give them cash or a cashier's check, or go to a bank