

# How to Bid

Descriptions and photos of all items can be seen at [www.ccag.net](http://www.ccag.net). Choose Auction Items from the menu, and then choose a category from the drop-down list. Have QR code reader? Scan this code!



All bids are to be made by bid number. You were assigned a bid number when you registered. You must be the highest bidder to win an item. Some items have special conditions. Please read the item description and any supporting materials carefully. For your convenience, we have included a sheet for recording and keeping track of your winning bids.

## ***Silent Auction***

Please take time to view our silent auction. Write your bid number and the dollar amount of your bid in the appropriate column on the Silent Auction sheet next to the item you want to win. *Please note any minimum bids and bid increments.* Your bid may be disqualified if it does not fall within these guidelines. Get your initial bid in early, then check back at intervals to be certain that you still have the highest bid. Silent Auction closes at **7:30**, so get your last bid in by then. The winning silent bid numbers will be posted at the end of the live auction and are displayed for your viewing. *Please do not take auction items from the display tables.* Your items will be available at the cash-out counter at 9:00 after the program ends. *Please do not continue to bid after you have cashed out. Please do not disrupt the awards ceremony by attempting to procure your items yourself. We will have our staff locate your items for you.*

## ***Live Auction***

A minimum bid will be set at our discretion. Raise your bid number when you wish to bid on an item. The auctioneer will identify the winning bid amount and bid number to the recorder. *Please do not continue to bid after you have already cashed out and paid for your silent auction items.*

## ***Conditions of the Sale***

1. The highest bidder will be the purchaser. In the event of any dispute between bidders, CCAG shall have the absolute discretion as to who was the successful bidder. All sales are final.
2. Full payment of each account must be received on the date of purchase. Payment may be made by cash, check, or charge before the item is removed.
3. Items purchased must be removed immediately after the auction unless specific arrangements to hold them have been made.
4. All bidding must be done by bid number.
5. We prefer that you refrain from cashing out until the auction is over. However, if you must leave in advance, please allow at least 20 minutes after your last winning bid before proceeding to the checkout. It is extremely difficult for us to handle item sales and packaging while the auction is still in progress and we appreciate your patience in that regard.
6. By his or her purchase, the buyer waives any claim for liability against CCAG, CCRG, or the donor of the property or services, and neither CCAG nor the donor is responsible for any personal injuries that may result from the use of property or services being sold.
7. Items are available for bidding on an “as-is” basis. Once an item is sold, CCAG is not responsible for its condition or execution. It is the sole responsibility of the winner to redeem or validate any items purchased. Unless otherwise stated, all service items are valid for one year from the date of the event.
8. Items are tax deductible only to the extent paid *over* their listed value.