



BIDDING GUIDELINES & AUCTION CLOSING PROCEDURES

In order to enhance your bidding experience, the following information will be helpful to bidders in the online auction. This document will be emailed to all registered bidders before the auction closes to ensure that all registered bidders know, understand and agree to the terms and understand the process.

Location: [6083 FOREST GREEN RD. PENSACOLA FL 32505](#)

Auction Closes: Saturday, July 20 starting at 10AM (See Dynamic Close below)

NOTE: Time zone is CENTRAL

Removal: Sunday, July 21, 10AM-5PM ONLY. This is the only scheduled date for removal. If you are unable to remove your purchases, **PLEASE** refrain from bidding; or send someone to pick up your purchase. Not removing purchases on the scheduled removal date is a major inconvenience for us. We work from our sellers' locations and do not have a storage facility or the ability to save, transport, store or manage left behind or abandoned property.

PLEASE be patient at removal. The removal is an organized process to ensure that buyers retrieve only the items they purchased and that they retrieve all of the items they purchased.

Removal is on a first-come, first served basis. Staff will be on site to assist you in identifying and locating your items. *Bring your dolly, truck, tools, labor (help). We are not movers and are unable to assist with loading furniture.* As a courtesy, a subcontractor, Shannon, will be on site to assist buyers with light loads. She works for herself and works for tips. Be generous, please. From time to time, staff might assist buyers with removal to expedite the process. If a staff member helps you load, please be generous with your tips. Their first obligation is to the seller and auction company to manage removal. Please do not assume that a staff member will be available to you personally.

If you have another person or company removing your items, a 3rd party removal authorization is required for large items. For smalls, reply to the email containing your receipt and indicate the name of the individual authorized to remove your purchases.

SHIPPING: Neither the owner nor the auction company ship. Local pickup only. If you have a question, please contact ginaboyleston@gmail.com.

STAGGERED CLOSING: The online auction closes at intervals of five (4) items per minute. This feature, in concert with the Dynamic Closing element, closely emulates a 'live' auction.

DYNAMIC CLOSING: The closing time of an item is automatically extended an additional 5 minutes whenever a bid is placed within the last minutes of the item's closing time. Thus, if an item is set to close at 10:00am, and a bidder places a bid on the item at 9:58am, the item's closing time will be extended to 10:03am. If another bid is placed at 10:02am, the item's closing time will be extended to 10:07am, and so on. This continues until no further bid is placed on an item during the final 5-minute extension. It is therefore important to monitor the items you're bidding on by regularly **REFRESHING** the page as the auction nears closing. You will see a **REFRESH** button on the right column where you place your bids.

MAXBID FEATURE: Bidders can place a maximum bid price for any item in the auction. The software will bid for the bidder up to the bidder's maximum bid in the increments established for that price range. Increments can be found at the bottom of the catalog page next to the **REVIEW BIDS** button.

OUTBID NOTICE: The system sends an email notice to bidders when a higher bid has been placed on an item. This feature **ENDS** when the scheduled closing time for the auction begins.

REVIEW BIDS: To quickly review your bids and see if you have won you can utilize the “Review Bids” feature at the bottom of the page. When logging bids, be sure to submit bids at the bottom of the page before advancing to the next page.

WINNING BIDDER NOTIFICATION: Winning bidders will be sent an electronic invoice by email ONLY. You are responsible for checking your email and for maintaining your current email address and phone number under your bidder profile. If you do not receive an electronic invoice, then you did not win any items at the online auction.

PAYMENT: No receipts will be sent before the auction closes. After the auction closes, your payment method on file will be processed for your purchases. If you are a dealer, we **MUST** receive your tax certificate **BEFORE** the auction closes via email. We will accept cash for purchases over \$500.00. Buyers **MUST** contact us **BEFORE** the auction closes to request payment by cash. We do not have change on site and require exact cash amount. If you have not made prior arrangements with Gina Boyleston, your credit card will be charged at the conclusion of the auction.

If you bid on a vehicle for which the purchase price exceeds your credit card limit, you may request to pay by cash, or local check from known customers. These transactions **MUST be approved by Gina Boyleston **BEFORE** you bid and **BEFORE** the auction closes. 850-393-1154 or ginaboyleston@gmail.com**

If you have any questions or need assistance, call, email or text 850-393-1154 or 850-393-1152.

Your bidder number is your permanent bidder number with Boyleston Auctions. You may, at any time, update your bidder profile by clicking her: [Bidder Profile](#), or click the link on the catalog page in the blue tab bar at the top of the page.

Enjoy yourself, and happy bidding in the Marcus Pointe Living Estate Auction.

Link to the auction: <https://www.boylestonrealty.com/cgi-bin/mmdetails.cgi?boyleston97>

Gina Boyleston, CAI, AMM
Auctioneer-Broker-Owner
ginaboyleston@gmail.com
BoylestonAuctions.com
850-393-1154