



## GENERAL BIDDING NOTES AND GUIDE

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 understand and agree to the terms and understand the process.

**Location:** [15 LIVE OAK STREET, GULF BREEZE FL 32561](#)

**AUCTION CLOSES:** Friday, August 6, starting at 6PM (Dynamic Close) Central Time Zone

**PREVIEW:** Friday, August 6, 11AM-4PM

**REMOVAL:** Saturday, August 17, 10AM-4PM

(This is the only scheduled removal date. If you are unable to remove your purchases on this date, please refrain from bidding; or send someone to pick up your purchases. If you have specific needs, contact Gina Boyleston, [ginaboyleston@gmail.com](mailto:ginaboyleston@gmail.com) **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, 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. **Do not show up to remove furniture without someone to help you load.**

If you have another person or company removing your items, a 3<sup>rd</sup> 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. Please do not assume that we will ship your item. Any such arrangement or request **MUST** be discussed with Gina Boyleston **BEFORE** you bid.

**STAGGERED CLOSING:** The online auction closes at intervals of ten (10) items per minute. This feature, in concert with the Dynamic Closing element, and 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 6:00pm, and a bidder places a bid on the item at 5:58pm, the item's closing time will be extended to 6:03pm. If another bid is placed at 6:02pm, the item's closing time will be extended to 6:07pm, and so on. This continues until no further bid is placed on an item during the final 5-minute extension

**Auto Bid Refresh and Item Timers** We are happy to announce the most requested feature enhancement is complete and fully deployed. The catalog now displays a time remaining countdown the day the auction is closing. In addition, the current bid price is now updated automatically without the user clicking the browser refresh button!

**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. Submit your bids on each page before advancing to the next page to ensure your bids are logged. 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). If you do not receive an electronic invoice, then you did not win any items at the online auction. Invoices are emailed at the conclusion of the 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 and would 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.

**REGISTRATION:** To bid, on the catalog page, from the top tabs click Register to Bid Personal Property. You will be required to complete a form and enter your credit card information. A \$25 deposit verification will be placed on your card for a matter of days. **THIS IS NOT A CHARGE AND IS NOT RETAINED BY BOYLESTON AUCTIONS.** The \$25 verification will be removed from your account in several days, depending on your financial institution's policies.

**BIDDER NUMBER:** Upon completion of registration, you will receive your permanent Boyleston Auctions bidder number. Please do not register twice. Only one registration is permitted per customer. You may, at any time, update your bidder profile by clicking the [Bidder Profile](#) link on the catalog page in the blue tab bar at the top of the page.

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

Enjoy yourself and happy bidding in The Benson House museum project auction.

Link to the catalog: <https://www.boylestonrealty.com/cgi-bin/mmdetails.cgi?boyleston99>

If you have real estate to sell, a business to liquidate or an estate to settle, call us TODAY!

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BoylestonAuctions.com

