

Bidding Online- Step-By-Step

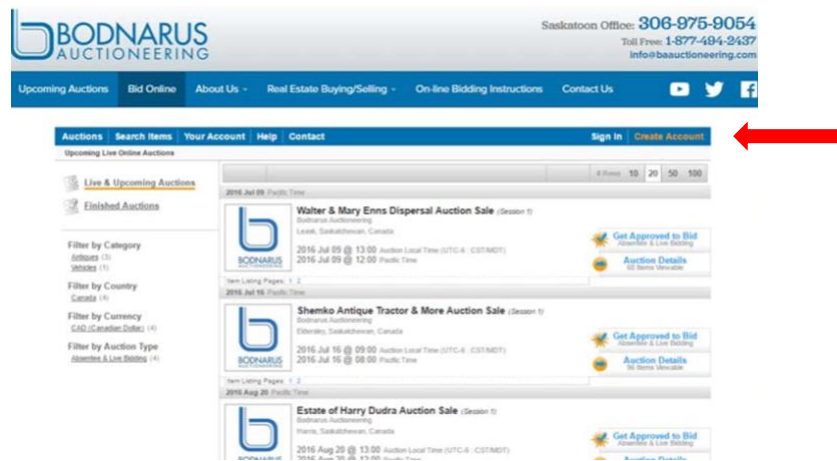
Many of our auctions have online bidding, either with the entire sale, or with certain select items. Bidding online provides a great alternative when you are unable to attend an auction or when the option for a traditional auction is not available.

Lets walk through, from beginning to end, how to bid online!

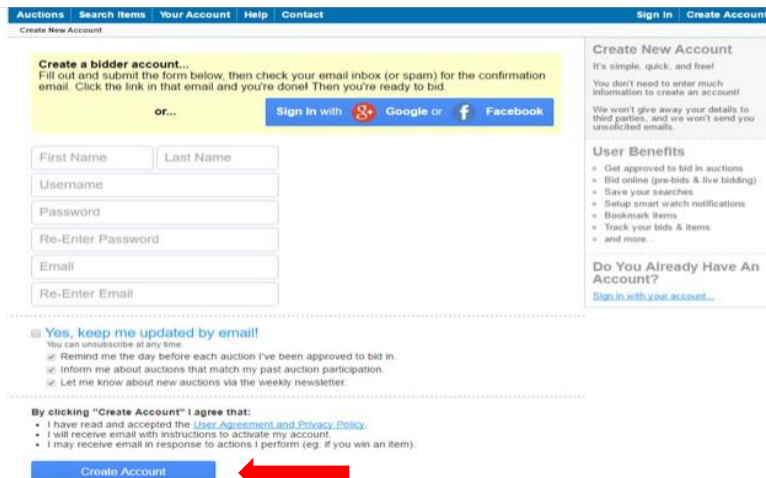
CREATING AN ACCOUNT

First you will need to create an account.

From the Bid Online tab on our website, Click the Create Account link in the top right-hand corner.



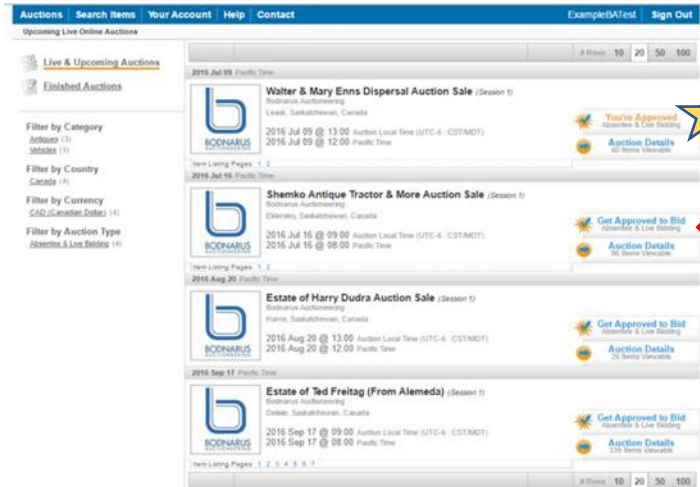
You can use your Google or Facebook account to create your account by clicking the corresponding buttons. To create an account normally, fill out the information required. You will need a password, a username and an email. Once done, click the box at the bottom of the screen, and a confirmation email will be sent to the email you provided. Click the link in the email to complete your account registration.



REGISTERING TO BID

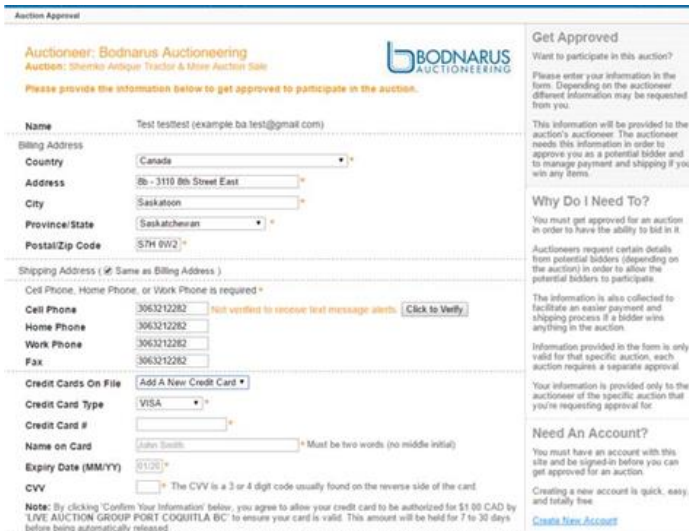
Once you have an account all set up, you will have to be approved to bid. You must be approved for each new auction.

Here you can see I am approved for the top auction, but not the others. To be approved to bid, just click "Get Approved to Bid" on the auction you are interested in.



The screenshot shows a list of upcoming auctions on the Bodnarus Auctioneering website. The top auction is 'Walter & Mary Enns Dispersal Auction Sale' (Season 1) by Bodnarus Auctioneering, located in Leno, Saskatchewan, Canada. It is scheduled for 2016 Jul 09 @ 13:00 Auction Local Time (UTC-6 - CST/MDT) and 2016 Jul 09 @ 12:00 Pacific Time. This auction has a 'You're Approved' badge and a yellow star. The second auction is 'Shemko Antique Tractor & More Auction Sale' (Season 1) by Bodnarus Auctioneering, located in Estevan, Saskatchewan, Canada. It is scheduled for 2016 Jul 16 @ 09:00 Auction Local Time (UTC-6 - CST/MDT) and 2016 Jul 16 @ 08:00 Pacific Time. This auction has a 'Get Approved to Bid' badge and a red arrow pointing to it. Other auctions listed include 'Estate of Harry Dudra Auction Sale' and 'Estate of Ted Freitag (From Alemeda)'. Each auction listing includes the auctioneer's name, location, dates, and a 'Get Approved to Bid' button.

Once you select to be approved to bid, you will need to add in your address, a phone number, and a credit card for your account. Once this is done, and if everything is in order, you will be approved and ready to bid.



The screenshot shows the 'Auction Approval' form on the Bodnarus Auctioneering website. The form is titled 'Get Approved' and contains the following fields and information:

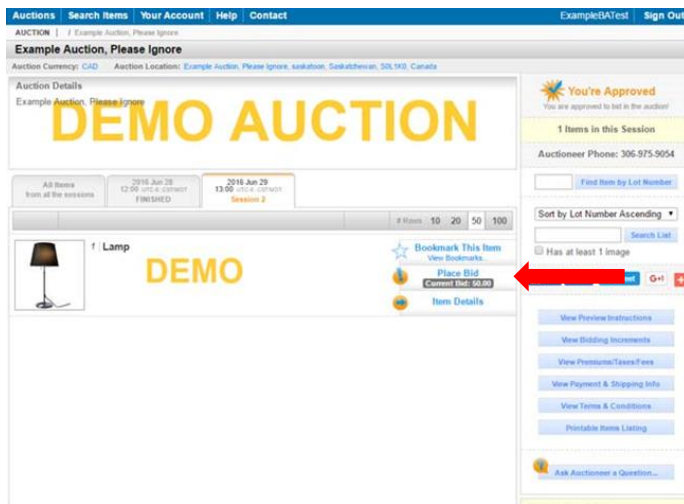
- Auctioneer:** Bodnarus Auctioneering
- Auction:** Shemko Antique Tractor & More Auction Sale
- Please provide the information below to get approval to participate in the auction.**
- Name:** Test testest (example: ba.test@gmail.com)
- Billing Address:** Country: Canada, Address: 88 - 3110 8th Street East, City: Saskatoon, Province/State: Saskatchewan, Postal/Zip Code: S7H 6W2
- Shipping Address (Same as Billing Address):**
- Cell Phone, Home Phone, Work Phone, Fax:** All fields contain the number 3063212262. A 'Click to Verify' button is next to the Cell Phone field.
- Credit Cards On File:** Add A New Credit Card
- Credit Card Type:** VISA
- Credit Card #:** [Empty field]
- Name on Card:** John Smith (Must be two words (no middle initial))
- Expiry Date (MM/YY):** 01/02
- CVV:** [Empty field] (The CVV is a 3 or 4 digit code usually found on the reverse side of the card.)
- Note:** By clicking 'Confirm Your Information' below, you agree to allow your credit card to be authorized for \$1 00 CAD by LIVE AUCTION GROUP PORT COQUITLA BC to ensure your card is valid. This amount will be held for 7 to 30 days before being automatically released.
- Get Approved section:** 'Want to participate in this auction?' 'Please enter your information in the form. Depending on the auctioneer different information may be requested from you.' 'This information will be provided to the auction's auctioneer. The auctioneer needs this information in order to approve you as a potential bidder and to manage payment and shipping if you win any items.' 'Why Do I Need To?' 'You must get approved for an auction in order to have the ability to bid in it. Auctioneers request certain details from potential bidders (depending on the auction) in order to allow the potential bidders to participate. The information is also collected to facilitate an easier payment and shipping process if a bidder wins anything in the auction. Information provided in the form is only valid for that specific auction, each auction requires a separate approval. Your information is provided only to the auctioneer of the specific auction that you're requesting approval for.' 'Need An Account?' 'You must have an account with this site and be signed-in before you can get approved for an auction. Creating a new account is quick, easy, and totally free. Create New Account'

LIVE AND ABSENTEE BIDDING

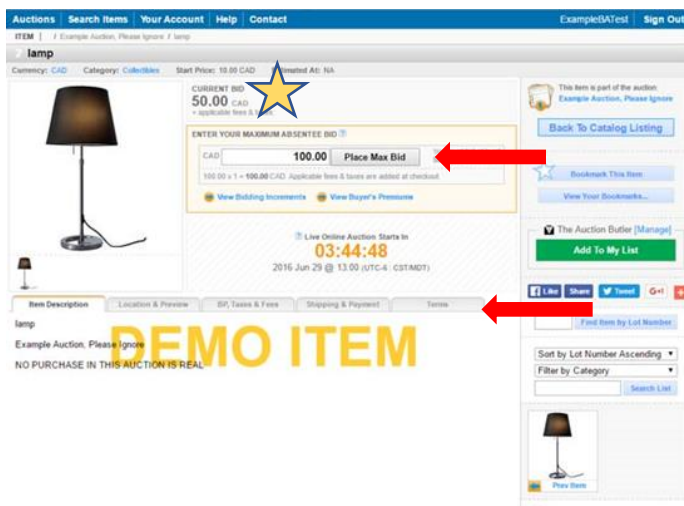
In order to make a bid on one of our live online auction items, there are two methods by which to participate- absentee bidding and live bidding. Let's start with absentee.

An absentee bid in a live auction works much like a bid at a timed auction. To make a bid you simply go the item you want to bid and put in how much you would like the system to bid on your behalf. The system will bid according to set increment for you based on the other bidders.

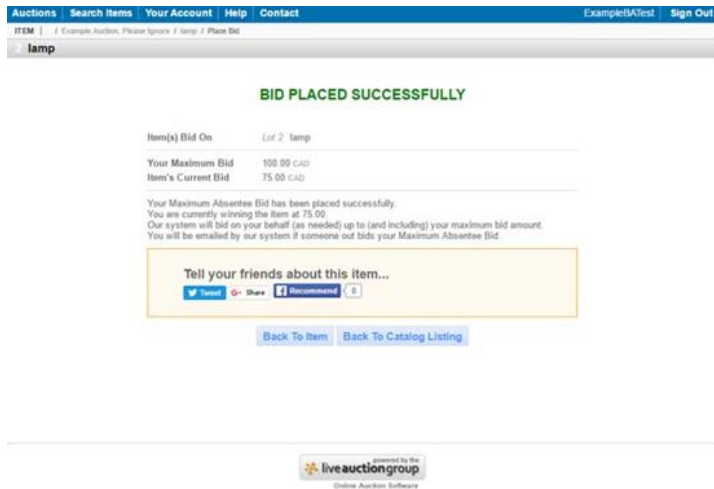
You can also place a max bid on an item and still participate in the live auction bidding as well.



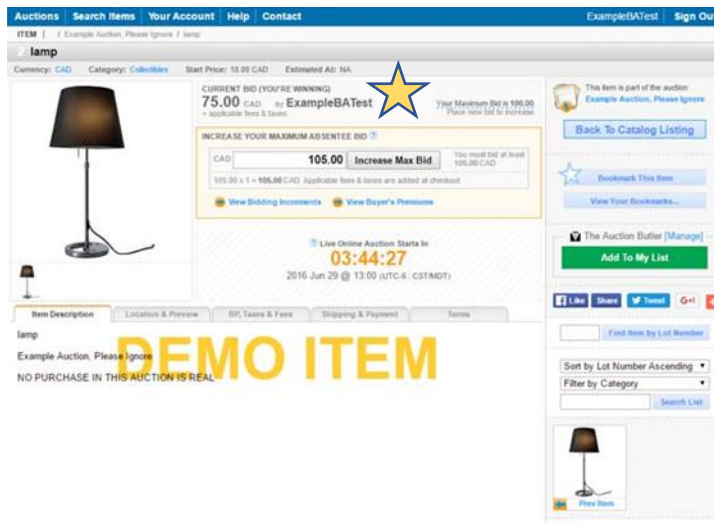
You can see that on this item here there have already been a few absentee bids, and the item is already at \$50. You can learn more information about the auction such as applicable fees, the location of the auction, how shipping and handling is handled, what the increments are, and if there is a buyers premium.



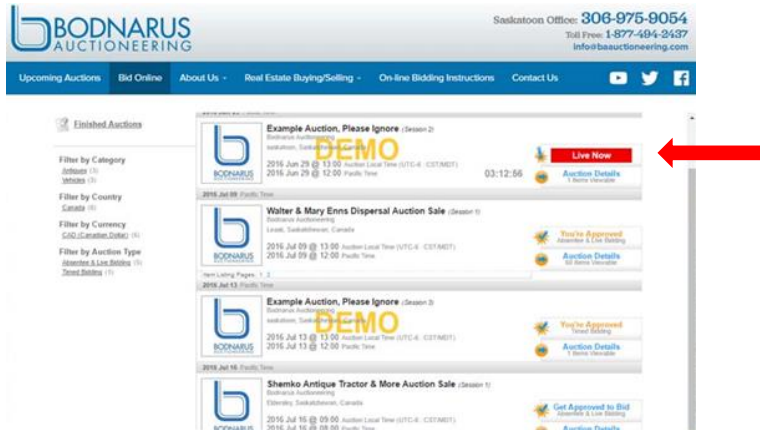
Let's tell the system you are willing to pay up to \$100. Remember, this means the system will bid on your behalf up to \$100. This will be done by the increments set on the auction. Select 'place max bid' to proceed.



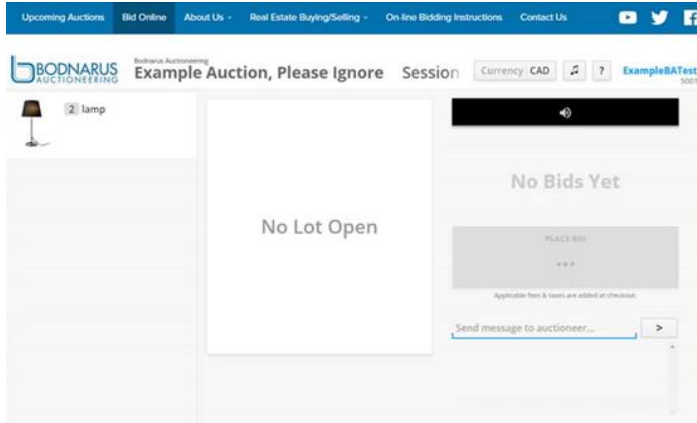
Now you are winning the bid at \$75, and willing to go as high as \$100. This means the other bidder only set his bid to go as high as \$70, and so was outbid by you. Other bidders will only see that the bid is currently at \$75, not that you set your bid to go up to \$100. The bidder we outbid will receive an email telling them they were outbid. This can be done right up to an hour before the live auction begins.



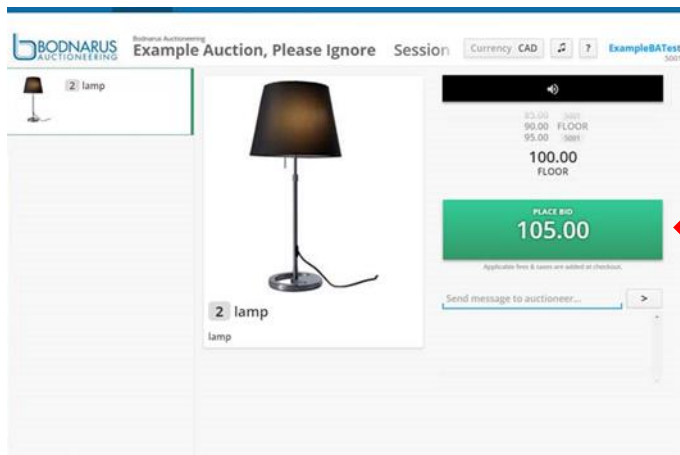
The second method available to participate is live bidding. When the live auction begins on the scheduled day, you will see the "Get Approved To Bid" Button change to bright red and say "Live Now" indicating that live bidding is available.



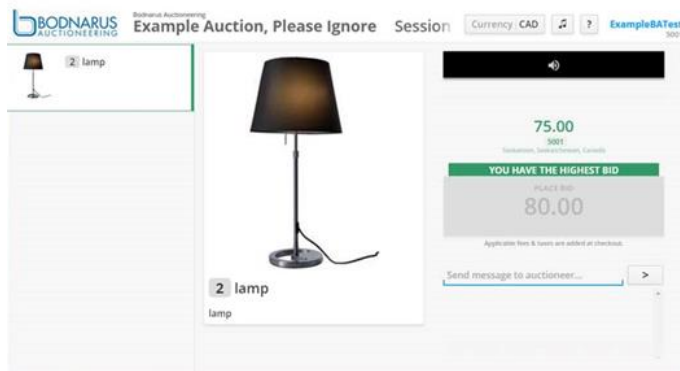
Select the Live Now button, and if you completed the approval stage, you will be brought to this next screen. Here you can communicate with the online coordinator running the live online auction and prepare to bid. You will hear the auctioneer just like you are at the auction in person. If you have made an absentee bid, you can still bid online.



In live bidding, simply click the Place Bid button to place a bid. Each item will begin at the point left off on the absentee bidding, or at the indicated starting bid if no pre-sale bids were made. The online coordinator will either confirm or decline the bid. If the auctioneer has already taken a bid on the floor, or if the item has sold, the bid would be declined. Otherwise the coordinator will accept the bid, and the auctioneer will look for a higher bid.



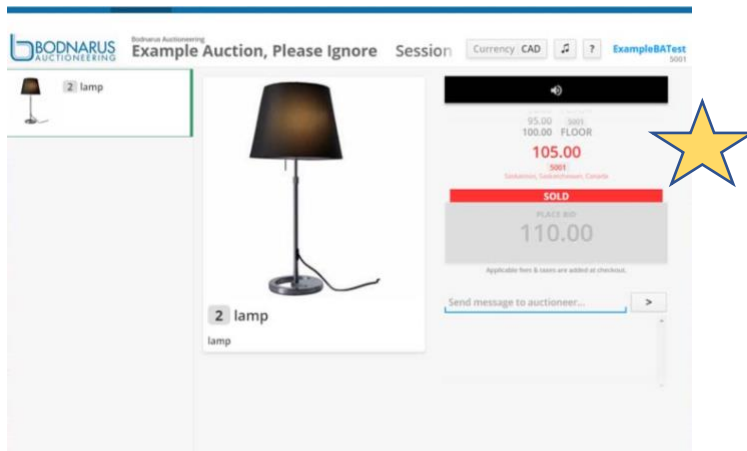
In the example we have been following, the live bidding would be starting at \$75, with your absentee bid willing to go up to \$100.



The auctioneer would begin looking for \$80. If they receive a bid for \$80, either from another bidder live online or from the crowd (if there is one), they would then start looking for \$85. The system would immediately bid on the online bidder's (your absentee bid) behalf for \$85, the online coordinator would accept the bid, and the auctioneer would start looking for \$90.

Let's say in our example, the auctioneer gets a \$90 bid from the crowd, the system bids you at \$95, and the auctioneer gets a bid for \$100. Since you only told the system to go up to \$100, the system would then stop bidding for you, as the bid is at the max you put in. You could still bid live however and would select the Place Bid button as mentioned above to indicate a bid for \$105.

The following item has now been sold to the highest bidder at \$105 and the auctioneer will move on to the next item in the auction. If you had selected to Place Bid at \$105 as indicated in the last step, then this would mean that you would be the winning bidder!



Once the auction is over, the winning bidder will be contacted shortly thereafter, either the same day or the following day, to coordinate payment and pickup and/or shipping.

If the winning bidder would like to have their item(s) shipped, we seek out the most efficient way to have the items delivered dependant on where the auction is and where the winning bidder is located. The item would then be packaged and shipped out. The winning bidder is responsible for these costs which are transparently added to their invoice.

If you have any questions or problems, please call us at (306)975-9054 or email us at actionbyauction@gmail.com

