

General Auction Instructions

- If you have not registered as a bidder it is not too late to do so until the last section closes. Find detailed Instructions and the User Agreement at: <http://www.queenanne.org/auction/auctionhomepage.htm>.
- Each of the categories below has auction items that follow the typical procedure. Pictures are available for nearly every item. A printable copy of the auction descriptions may be found here: <http://www.queenanne.org/auction/brochure.pdf>
- The basic procedure for placing a bid is:
 - o Register for a bidder login using the “New Registration” link below the categories. Detailed instructions and the User Agreement may be found here: <http://www.queenanne.org/auction/auctionhomepage.htm>.
 - o Select one of the categories to view the listings of the items found within it.
 - o Select an item within the category that appeals to you and read the description to gain insight into its finer details.
 - o Review the status of the bids placed on the item you have been exploring and decide upon your bid.
 - o Enter your alias into the appropriate box.
 - o Enter your password into the appropriate box.
 - o Decide if your bid is going to be the total amount you want to place on the item or if you want to place a proxy bid:
 - “Regular” bid: a simple, static one time bid. You will need to return to the site to place another bid.
 - “Proxy” bid: Computer-handled automatic bidding that places your bid for you incrementally each time someone outbids you, until you win or until your maximum bid is reached. This eliminates the need for sellers to constantly watch their listings.
 - o Enter you bid amount. Please note that you must end your bid with full monetary decimal combination (Example: 1.00) and that your bid amount should not include commas (Example: 1000.00). The dollar sign (“\$”) is also unnecessary because it has already been accounted for by the auction program.
 - o Select one of the two radio buttons to indicate your bid is a “Proxy” or a “Regular” bid.
 - o Click “Place Bid”

Good luck and happy bidding!