

CONDITIONS OF SALE & INSTRUCTIONS FOR BIDDING

Absentee Bids:

- 1) Bidder must complete the Bid Form with the following information: a) lot number of the item to be bid on, b) brief description of the item, c) bid price (this is the highest amount you are willing to pay for the item), d) name, address, email and phone number, e) sign and date the bottom of the bid form.
- 2) All bids are executed as competitively as possible. The item(s) will not necessarily sell for the absentee bid price, but will sell one increment over the last bid.
- 3) In the event of tie absentee bids, the first bid received will take precedence.
- 4) If you are successful on an absentee bid, Copake Auction will e-mail you after the auction and will call you the Monday following the sale date (be sure to give us a telephone number where we can reach you on weekdays). Payment is due no later than (5) business days after the auction and arrangements for pick up or shipping should be made at this point.
- 5) Pick up times is as follows: a) Sunday from 9am – 10am following a sale (excluding the Bicycle and New Year's sales), b) Monday immediately following the sale from 8am – 4pm, c) by appointment. Please note to always call before coming to pick up your items when it is not within the previously described times to ensure that someone will be here to assist you.

Phone Bidding:

- 1) Before arranging a phone bid the prospective bidder must first be approved for phone bidding as an item must be estimated at \$200.00 or above.
- 2) Bidder must complete the Bid Form with the following information: a) lot number of the item to be bid on, b) brief description of the item, c) instead of bid price write PHONE BID, d) name, address, e-mail and phone number(s), e) sign and date the bottom of the bid form. In addition a credit card number may be taken.
- 3) Copake Auction will have a member of our staff contact the phone bidder at the specified telephone number during the auction. Items are sold in consecutive catalog order at a rate of approximately 100 per hour. When the item is offered for sale the phone bidder will bid against the audience, the internet and any absentee bids with the assistance of our staff.
- 4) If you are a successful phone bidder, Copake Auction will email you after the auction and will call you the Monday following the sale date (be sure to give us a telephone number where we can reach you on weekdays). Payment is due no later than (5) business days after the auction and arrangements for pick up or shipping should be made at this point.
- 5) Pick up times is as follows: a) Sunday from 9am – 10am following a sale (excluding the Bicycle and New Year's sales), b) Monday immediately following the sale from 8am – 4pm, c) by appointment. Please note to always call before coming to pick up your items when it is not within the previously described times to ensure that someone will be here to assist you.

Payment for successful absentee, online and phone bids is due no later than (5) business days. Items not paid for in a prompt manner will be returned to consignor or resold, and bidder loses their right to compete in future auctions.

Shipment/Storage of Purchases:

Successful bidders are responsible for the removal of their property, or for shipping arrangements. Copake auction will release items to the UPS Store for shipping if directed to do so. Any other shipping method must be arranged by the buyer. We recommend inquiring about estimated shipping costs before bidding on items. All shipping and any other related shipping expenses are the responsibility of the buyer and must be paid in advance of shipping. Purchased items will be stored at a Copake Auction facility free of charge for (30) days after the auction. On the 31st day the items will be moved to an offsite storage facility to which they will incur the below fees:

	Transportation, Handling & Administrative Fees	Storage Fees
Small Items	\$40.00 per lot	\$4.00 per day
Large Items	\$65.00 per lot	\$10.00 per day

*Please note that items will not be released to the buyer until above fees are satisfied.