



## BIDDING BY TELEPHONE OR WRITTEN AUTHORITY

### INTRODUCTION

Please note we always recommend that you attend and bid in person, if at all possible. If you are unable to attend the auction and properly authorise us, you may bid by phone or proxy on the following terms and conditions.

### VALIDITY & REVOCATION

**LATEST REGISTRATION TIME** This Authority and associated paperwork must arrive at the Auction Office no later than one working day before the start of the Auction. It is your responsibility to check that they have been received and this can be done by telephone.

**VALIDITY** Once we receive an Authority to bid from you it is binding until 6.00pm on the auction day. This is to allow for the possibility of the Seller agreeing to sell after the auction when the bidding has not reached the reserve in the room.

**REVOCATION** You can only withdraw your Authority delivering notification in writing to the Auction Office by 9.00am on the auction day, or by delivery into the hands of the Auctioneer in the auction room 30 minutes before the start of the sale. It is your responsibility to obtain a receipt signed by the Auctioneer and without such receipt the Authority stands and any successful contract is binding on the Bidder.

### LEGAL FORMALITIES

**IMPORTANT NOTICE** You are deemed to have read the page entitled "Important Notice" printed in the catalogue and the section entitled "The Conduct of the Auction" forming part of the Common Auction Conditions.

**LATE ANNOUNCEMENTS** You are deemed to be aware of any announcements made from the rostrum before or during the sale.

**THE ADDENDUM** You are deemed to be aware of any information contained in the final version of the Addendum available at the Auction. Announcements and the contents of the Addendum should be checked by you prior to auction.

### DEPOSIT

**AMOUNTS** You must provide a valid cheque or bankers draft drawn on a United Kingdom bank or building society for each Lot on which you wish to bid as follows:-

Proxy bid – 10% of the amount of the maximum bid.

Phone bid – 10% of the amount of the highest anticipated bid.

The minimum bid for all Lots is £2,000.00.

**INCORRECT AMOUNTS** In the event that you buy and the deposit paid is more than 10% of the purchase price, it will be banked in full and the sum payable upon completion will be adjusted accordingly. Where the deposit paid is less than 10% of the purchase price, the contract will usually be completed, with the balance to be paid on completion, but the Auctioneers reserve the right to require immediately payment of an additional amount to bring the deposit to the full 10%.

### PURCHASERS ADMINISTRATION FEE

You must also provide a separate valid cheque or bankers draft for £200.00, drawn on a United Kingdom bank or building society for each Lot on which you wish to bid. A VAT receipt will be sent to you if you successfully buy.

### BIDDING PROCEDURE

**BID AMOUNTS** Your maximum proxy bid must be an exact figure and not a sum calculated by reference to any other figure. The amount of any bid made will not be disclosed to the seller or any other person except where your bid is successful.

**PROXY BIDDING** The Auctioneer's staff will compete in the bidding, for you, up to the maximum of your Authorisation.

**PHONE BIDDING** Shortly before the Lot is offered, attempts will be made to contact you by telephone and, if successful, you may then compete in the bidding. In the event that the telephone link is not made, or breaks down, or there is any confusion or disruption, the Auctioneers will bid/continue to bid on your behalf up to the maximum of the authorisation, if given, and if possible.

**DOUBTS AS TO BID** The Auctioneer's reserve the right not to bid on your behalf in the event of an error, doubt, omission, uncertainty as to the bid, or for any reason whatsoever. The Auctioneer's give no warranty or guarantee that a bid will be made on your behalf and accept no liability in this event.

**DOUBLE BIDDING** If you, or your agent, actually bid at the auction without having previously withdrawn the Authority, the Auctioneer is at liberty to accept such bid in addition to any bid from the auction staff acting for you. The Auctioneer's accept no liability whatsoever if the price achieved is the result only of this competition in bidding without intervention from other bidders.

### THE PAPERWORK WE REQUIRE

You must complete both this page and the Memorandum of Sale contained within this catalogue for each Lot on which you wish to bid.

**THIS AUTHORITY** Please complete the boxes below fully.

**THE MEMORANDUM OF SALE** The following sections must be completed fully:- (1) Date of Auction and Lot (number); (2) The Property Address; (3) the Buyer(s) (including fore and family names in full) and (4) the Buyers' Conveyancer (i.e. solicitor). You must sign also at the foot of the page. In addition, The Buyer's Agent section must be completed if appropriate, i.e. if you are acting for the Buyer. Please leave blank the sections for the Purchase Price/Deposit/Balance and Exchange Date/Completion Date.

**MONEY LAUNDERING REGULATIONS** You must supply suitable documents. We suggest a valid passport or driving licence and a recent utility bill. We must inspect the originals so you may wish to take these to the auction office in advance for photocopies to be taken and certified by the Auctioneers.

### UNSUCCESSFUL BIDS

In the event that your bid is unsuccessful, we will return all cheques and forms to you promptly.

Maximum Bid £ \_\_\_\_\_ Complete this in all cases for a proxy bid. We suggest you enter a figure when bidding by phone in case we cannot make or we lose contact.

Deposit £ \_\_\_\_\_ A cheque or draft for this amount is attached. Purchasers £ 200.00 A cheque or draft for this amount is attached. Admin Fee

Phone No: \_\_\_\_\_ For us to contact you on to take your bids during the sale.

TO THE AUCTIONEERS: I/We appoint the Auctioneer to bind on my/our behalf in such manner as the Auctioneer sees fit at his absolute discretion. The Auctioneer may appoint an employee of the Auctioneer to act on his behalf. I am aware that the Auctioneer may sign a contract on behalf of the seller. I understand and agree to the conditions printed on this page and confirm that I have read and agree to the "Important Notice" page and the "Conduct of the Auction" section both printed in the catalogue.

Your Name(s) .....

Signatures ..... Date .....

Please do not forget to provide:- (1) this form completed, dated and signed; (2) the Memorandum of Sale completed as indicated and signed; (3) a deposit cheque; (4) a contract documentation charge cheque and (5) suitable money laundering identification and domicile proof.