

SILENT AUCTION RULES

WHAT IS IT?

A combination of exciting items including: Sports memorabilia, vacation getaways, unique experiences, spa packages, Ravenscroft camps, campus and faculty perks, and other community offerings. Some special campus offerings will only have appeal to Ravenscroft families.

WHEN IS IT?

The auction will run online from March 10-17 and onsite **only** during the Market at Ravenscroft from March 18-20.

WHO MAY BID?

The auction is open to the community, Ravenscroft families, alumni, affiliates and all Market shoppers ages 21 or older. There is something for everyone!

HOW DO I BID?

You may bid online at www.ravenscroft.org/auction beginning March 10 at 9:00 AM until March 17 at 1:00 PM. You may bid onsite only at the A.E. Finley Activity Center during Market hours (admission to The Market not required) March 18 at 10:00 AM until March 20 at 1:00 PM.

DO I HAVE TO BE PRESENT TO WIN?

No, you may win an item via the "Buy-It-Now" option or you may be the high bidder at the close of the auction. Neither requires your presence to win.

HOW DO I PAY?

You may pay via secured MasterCard, Visa, check or cash.

Rules, Item Descriptions, Item Values and "Buy-It-Now" Prices

Online: www.ravenscroft.org/auction will contain all auction rules, item descriptions, donors, item values, opening bids, minimum bid increases, and "Buy-It-Now" prices.

Onsite: During The Market hours, items will be displayed in the lobby of the A.E. Finley Activity Center. No admission is required. Item values, opening bids and "Buy-It-Now" prices will be on the bid sheet accompanying each item.

BIDDING ON ITEMS

Online: Blind bidding opens at **9:00 am**, Wednesday, March 10. Each bidder will be required to enter his/her name, phone number, e-mail address, and bid amount. The bid will be time stamped and posted to The Market electronic mailbox. Online bidding may occur at any time and as often as desired prior to online close, Wednesday, March 17 at 1:00 pm. Each item will have an incremental dollar increase amount per bid.

Onsite: Onsite bidding hours are:

Thursday, March 18, 10:00 am – 6:00 pm

Friday, March 19, 10:00 am – 6:00 pm

Saturday, March 20, 9:00 am – 1:00 pm

Bidders are required to enter name, phone number, and e-mail address on the item bid sheet. Bidders requesting to “Buy-It-Now” must contact a Market representative with his/her intent. Each item will have an incremental dollar increase amount per bid.

MONITORING BIDS

Online: Online bids will be reconciled periodically. Bidders are encouraged to check the Web site for updates on item activity. The Web site will be updated each day at 12:00 PM and 4:00 PM

Items purchased via “Buy-It-Now” will be listed as Sold or Sold – Payment pending.

Onsite: The final bids at the close of the on-line auction will be the opening bids at the on-site auction. Items purchased via “Buy-It-Now” will be listed as Sold.

FINAL BIDDING

Online: Online bidders may refer to the last reconciliation report at 12:00 pm and have 1 hour (12:00-1:00 pm) to enter final online bids. These bids will be transferred to the onsite bid sheets for the last hour of bidding.

Onsite: Bid sheets will be updated with final online bids by the opening of the onsite auction on March 18 at 10:00 am.

At 2:00 pm on March 20 the winning bids will be circled on the bid sheets. A copy of the bid sheets will be turned into The Market Finance office.

WINNERS

Online: “Buy-It-Now” winners will be notified via e-mail and phone after each reconciliation period.

Onsite: “Buy-It-Now” winners must be present to win. High bid winners on Saturday will be contacted via phone after the close of the auction, if not present.

PAYMENT

Online: Upon notification of award, complete the online payment form. Online bidders may pay online via secured MasterCard or Visa. Other forms of payments may be requested. All payments must be received within 3 days of notification.

Onsite: Accepted payments include MasterCard, Visa, check and cash. "Buy-It-Now" winners must pay in The Market Finance office on the day of purchase and may collect their item upon payment. Absentee winners have 3 days to complete payment. As payment occurs, items will be removed from the auction tables and stored in The Market Finance office for pickup or delivery.

ITEM COLLECTION

Online: Upon purchase, items will be removed from the auction tables and stored in The Market Finance office. Items may be picked up in person, or arrangements can be made for mail delivery. "Buy-It-Now" winners may collect items at the Finley Center Market Finance office during Market hours with proof of payment.

Onsite: Upon payment, "Buy-It-Now" items should be collected by the winner. High bid winners may collect items upon payment on Saturday. Absentee winners may make arrangement for pickup or delivery. Winners must present a copy of the bid sheet processed by The Market Finance office prior to item collection.