



LeMar Auction and Estate Services
3951 Development Drive, Suite 10 and 11
Sacramento CA 95838
(916) 565-1100

Auction 101 -Tricks of the Trade

The below are some tips that we believe will enhance your auction experience.

1. **Dress comfortably.** Depending on the number of lots Auctions will last between 5 to 7 hours. We attempt to complete 100 items an hour; however, if there is a lot of interest in items, it tends to go a little slower.
2. **Get to the auction early.** This allows you time to view the items before the crowds arrive. During this time check out the items for cracks, repairs, etc. We usually examine the items and note if we found any flaws/defects; however, the inspection is up to you. Remember Items are AS IS and NO REFUNDS.

LeMar Auctions and Estate Services usually holds preview on Saturday from 10:00 AM until 5:00 PM, and then again Sunday from 8:00 AM until Auction time. Wednesday's night auction previews are from 12:00 p.m. until Auction Time. Always check your mailing or the website to be sure. On occasion we also have off-site auctions, so make sure you know the location of the auction as well as the time.

3. **Visit our website.** If you sign-up for our emails, you will get an e-mail which will notify you when pictures have been posted on the website.
4. **Obtain your bidder number.** You will need your Driver's License or Personal Identification. If you are a reseller, please bring your resell number so that we can get you in the system. If you are a reseller and do not have your number you will be charged sales tax.
5. **Save a seat.** You can save a seat anytime during the previews on Saturday and Sunday. Popular auctions fill up fast, and you will want to be close to the front if you are bidding.

"LeMar Auctions and Estate Services" will provide you with materials to save your seats at our front counter. Just place your name or bidder number on the tag and tape it to the chair you would like to reserve for the auction. All seats are reserved until 10:30 on the day of the auction and then they are released to other customers.

6. **Inspect Items.** Physically check all items carefully at the preview. Check for any defects, since many items may look different than they did in the photograph.
7. **Set a Budget.** Don't forget the buyer's premium. "LeMar Auction and Estate Services" has a 12% buyer's premium, which means if you bid on an item, and win that item during the auction for a \$100.00, when you check-out and pay for that item, the buyer's premium will be \$12.00 for a total of \$112.00 plus sales tax. Remember, if you are a reseller and do not have your number you will be charged sales tax.

We do not want anyone to have "Sticker Shock" when they receive their invoice.

8. **Raise Your Bid Number.** Raise your bid number when you want to bid. Once you have been acknowledged by the Auctioneer, you are the current high bidder until someone else outbids you and is recognized by the Auctioneer. The Auctioneer will continue to accept bids until there is only one bidder left. The Auctioneer will then sell the item by stating "Sold for \$_____ to Bidder Number _____". It is recommended that you track the items you have purchased on your



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catalog. If you realize you have made an error while bidding on an item, **immediately** bring it to the Auctioneer's attention. This is the best time to clear up a misunderstanding.

9. **Done and Ready For Checkout.** Once you completed bidding on the items you wanted, it's time to check out. Proceed to the front desk (same place you received your buyer's number), and give "LeMar Auction and Estate Services" staff your bidding number. You will receive 2 copies (1 copy for your records and 1 Copy for the Staff that gathers your merchandise) of your invoice listing all items for which you were the winning bidder. Compare this sheet with the items you tracked in your catalog. If there is a discrepancy, bring it to the attention of the staff member checking you out. Once you have paid for your items, the staff member will sign your invoices as proof of payment. We accept Visa, Master Card, and Discover.
10. **Proceed to Checkout.** Next, you will bring your invoice to the check-out area. There you will be greeted by staff and they will ask you for a copy of your invoice. Once they have the copy, they will gather your items for you. It is your responsibility to pack and carry your items to your vehicle. **Do not gather your items, we will do that for you.** We normally have wrapping paper and boxes available for you to wrap your items; however, this is no guarantee that we will have stock on hand so you may want to bring your own. Also, if you plan on purchasing furniture, please remember blankets, rope, etc.

If you ever have any questions please feel free to ask any of the staff for assistance. We are always happy to assist you and would like your auction experience to be a good one!!!