



VIRTUAL SILENT AUCTION INSTRUCTIONS

2021 LWVMI CONVENTION

AUCTION CHAIR: KEN MANLEY

1. Each item has a "buy for" price. That means that the **first** bidder to submit a bid for the "buy for" price, gets the item, even if an "overbid" comes in later.
2. Individuals can bid **less** than the "buy for" price, but only one bid per item is allowed. There is no display of the bids received prior to yours.
3. Submit all bids to Ken Manley's email: kenmanley@hotmail.com. Please include: item name, your bid amount, your phone number and email address.
4. Questions, (but not bids), can be called to Ken's cellphone, 269 330 8579. Please don't call to find out if your bid was accepted or for information about other bids that have already been received.
5. Bidding will start at 8:30pm on May 21, the first day of the convention.
6. Bidding will end at 2:00 pm on May 22.
7. Buyers will be informed of their purchase by Ken by Monday, May 24. Payment procedure (see #8 below) and delivery arrangements will be made then.
8. Payments for the items can be sent to the LWVMI office by check (payable to LWVMI Education Fund), or in the donate section on the [LWVMI website](#). Whether paying by check or PayPal via the website, be sure to indicate which auction item you are paying for (PayPal has a spot for comments).

Should you choose not to bid on an item, LWVMI would welcome a cash donation from you. Payments can be sent to LWVMI office by check (payable to LWVMI Education Fund) or via the donation section on the [LWVMI website](#). Whether you're paying by check or PayPal via the website, be sure to indicate **Convention Donation** on your check or in the comment section of PayPal.