

Authorisation for Bidding by Proxy or by Telephone

I
of Address:

Postcode:

Home Tel: Business Tel:

Mobile Tel: Email:

Hereby authorise Pro Auction Limited to bid on my behalf whether by proxy or by telephone for the property detailed below. I confirm that I have carefully read and understand the Conditions of Sale and the Conditions for bidding by Proxy or Telephone, both contained in this catalogue, and the Special Conditions of Sale (Articles of Roup for Scottish property) for the property concerned. **THIS IS A PROXY BID** **TELEPHONE BID**

PROPERTY AND BID DETAILS

Auction Name:

Lot No(s): List Catalogue number only.

MAXIMUM BID (PROXY BIDS ONLY) £

(NOTE: The bid must be a definite figure ending either in £000, £250, £500 or £750)

(Words)

I attach my cheque for 10% of my proxy bid or, in the case of a telephone bid, 10% of the guide price or the highest of the guide prices, where there is a range, or £2,000, whichever is the greater, plus £800 (inclusive of VAT) security deposit charge. I also enclose copies of documents confirming my identity and giving evidence of my address.

My cheque of £ is made payable to Pro Auction Limited OR I will call with my credit card details 01761 414000

If my bid is successful I FURTHER AUTHORISE the Auctioneer to sign the Memorandum of Sale (Minutes of Preference and Enactment for Scottish property) on my behalf and, as such, I recognise that I will then be the fully bound purchaser of the property referred to above and must complete the purchase of the lots within the time specified in the Conditions of Sale

Signed: Date:

DATA PROTECTION ACT: We will keep your personal data on file and may pass these onto other organisations which are part of or connected with the Pro Auction Group who may wish to offer you financial or property related services. If you do not want this service please tick here

TERMS & CONDITIONS FOR BIDDING BY PROXY OR BY TELEPHONE

- THE FORM.** The adjacent form must be fully completed, signed and dated by the prospective purchaser (referred to below as "The Bidder") and delivered to Pro Auction (referred to below as "The Auctioneers") to be received not less than 24 hours prior to the start of the auction together with the appropriate payment. A separate form should be completed for each lot for which a Bidder requires the Auctioneers to bid. For telephone bids there are a limited number of phone lines available at the auction so acceptance of telephone bids is managed strictly on a first come first served basis.
- PROOF OF IDENTITY.** To adhere to the requirements of the current Money Laundering Regulations, either the originals or copies certified by a Solicitor or a member of Pro Auction staff, of the following documents must be provided and sent to the Auctioneers with this form, as follows: Personal Identification – Either Current Signed Passport or Current UK Driving Licence or Inland Revenue Tax Notification or Fire Arms Certificate Evidence of Address – Either Public Utility Bill issued within the last three months or Local Authority Tax Bill or Bank, Building Society or Credit Union Statement containing current address or The most recent original Mortgage Statement or Current UK Driving Licence (if not used as an identity document). If you are buying on behalf of a third party, Company or anyone other than yourself please contact the Auctioneers now prior to completing the form.
- THE DEPOSIT.** Each form must be accompanied by a deposit payment which represents either
 - For proxy bids – 10% of the bid or £2,000, whichever is the higher.
 - For telephone bids – 10% of the maximum guide price for that property or £2,000, whichever is the higher. Plus £800 inclusive of VAT (being the administration charge). Payment shall be by Building Society Cheque Solicitors Client Account Cheque, Bankers Draft or accredit card. With proxy bids, if the property is purchased at a figure less than the amount of the bid, the payment will be used in full as a deposit. If, with a telephone bid, the purchase price is higher than the guide price, then a balancing amount will be required from the purchaser to make the deposit to the required figure. If the purchase price is less than the guide price, then the payment will be used in full as a deposit. In the event that the bidder is unsuccessful, the full amount of the deposit will be promptly refunded.
- PROXY BID.** The Auctioneer or his staff will compete in the bidding up to the maximum of the authorised Proxy bid. If successful, the purchaser will be informed as soon as is practicable. This bid is binding on the bidder up to 6pm on the day following the Auction to allow for the possibility on unsold lots that the Vendor agrees to sell post auction at a figure below the reserve price. Where two equal bids are made by two separate bidders, the first bid received will take preference.
- TELEPHONE BID.** A member of the Auctioneer's staff will attempt to contact the Bidder by telephone prior to the lot concerned being offered for sale. If contact is made then the Bidder may compete in the bidding through the Auctioneer's staff or the Bidder's agent. The bidder accepts that they are unable to participate in the auction if it is impossible to obtain telephone contact or the line breaks down.
- THE CONTRACT.** At auction, a contract is created at the fall of the Auctioneer's hammer. If a bid is successful therefore, the Auctioneer is authorised to sign the Memorandum of Agreement (Minutes of Preference and Enactment for Scottish property)
- DISCLOSURE OF BID.** The amount of any proxy or telephone bid will not be disclosed to the Vendor or any other party except senior members of the Auctioneer's staff.
- CHANGE OF MIND.** If the Bidder wishes to withdraw the bid or wishes to attend the auction to bid himself, then it is the Bidder's responsibility that the Auctioneer for the day is informed personally before the lot in question is offered for sale.
- AUCTIONEER'S LIABILITY.** The Auctioneers will do their utmost to conform with the instructions of the Bidder, but will accept no liability whatsoever for any bid not being made on behalf of the Bidder, whether through lack of clarity of instruction or any other reason.
- PLEASE RETURN FORM TO: AUCTIONS ADMINISTRATION CENTRE, PRO AUCTION, UNIT 5MIDSOMER ENTERPRISE PARK, BATH BA3 2BB OR FAX TO 0845 280 2492**
- PERSONAL RECORD**

Lot No
Proxy Bid £
Maximum Telephone Bid £
Date Sent
Amount of deposit £