# **HOW TO REGISTER FOR AN ONLINE AUCTION**









### STEP 1

Pull up the auction you would like to bid on and click the green "REGISTER TO BID" button.

Log into your account or create one.

#### STEP 2

Once you have logged in with your account, you will have to input your contact information. You can also sign up for outbid notification emails, we highly recommend you do!

## STEP 3

Next, confirm the terms and conditions.

### STEP 4

You will be asked if you are working with a licensed agent. If you are, and have a signed agreement, please make sure that they also register for the auction as your agent.



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### STEP 5

After this, you will need to input your credit card information for verification.

The card will be pinged to show us you are a real person; this card is only for verification!

\*This will show up differently depending on your account, as pending or as a \$1,000 charge (unless otherwise specified in the terms). No matter how it shows up, it will be placed directly back into your account after verification.

#### STEP 7

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Start bidding!

EP <mark>8</mark>

Once your card has been verified, you will be registered for this auction and can begin bidding once the bidding has fully opened.

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#### PLEASE CALL US IF YOU HAVE ADDITIONAL QUESTIONS 316.867.3600 | MCCURDY.COM