

HOW TO REGISTER AND BID ONLINE VIA THE BIDDER AUCTIONS LIVE APP

REGISTRATION

Step One:

Please register yourself as a bidder by clicking on the registration link provided to you by the Selling Agent.

Please contact the selling agent if you have not been provided with this link.

Step Two:

Once you have clicked on the Registration Link, please read the instructions carefully and ensure you have completed all the necessary fields.

Please Note: If you have created an account with Auctions Live for a previous auction, please click on Login and enter your account details. Your details will be prefilled, however, if you are bidding on behalf of a company, over the telephone or on behalf of another individual, your previously uploaded Authority Form will need to be updated.

For Identification Purposes, you must upload a copy of your:

Australian Drivers' Licence

OR

Australian Passport

If you upload a Passport, you must also include a Proof of Residential Address Document i.e., a Council Rates Notice, Electricity bill etc.

If you are bidding on behalf of a company, another individual or via the telephone you MUST also upload a copy of the completed Authority Form

Please contact your selling agent if you require an Authority Form

Step Three:

Once you have registered your details, you will receive two emails from Auctions Live.

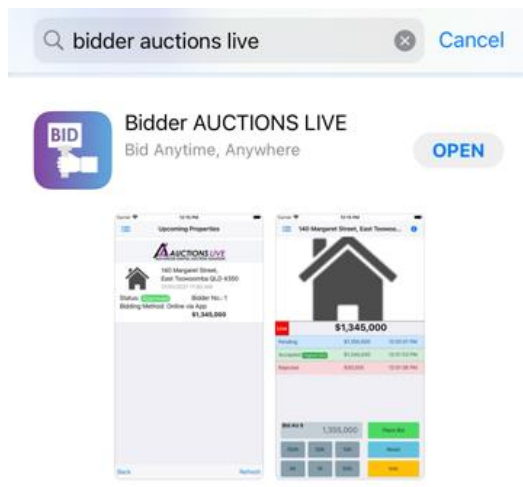
- The first email will be the **Bidder Registration Account Confirmation** which will require you to confirm your account.

If you do not receive this email in your inbox, please check your Junk Folder

- The second email will be the **Pre-Registration Confirmation** which will also include a copy of the Bidders Guide. You will be instructed to download the '**Bidder Auctions Live**' app which is available through the App Store or Google Play (available for both IOS and Android devices)
- Once your registration has been verified, you will receive a third email confirming your registration has been approved.

Step Four:

As previously mentioned, please download the **'Bidder Auctions Live'** app on your Mobile Device, which is available through the App Store or Google Play.



IF you would prefer to bid via a laptop or PC, please follow the link below to log into your account:

<https://auctionslive.com/onlinebidding/Vp>

AUCTION DAY

Step Five:

Come auction day open the **'Bidder Auctions Live'** app or as mentioned above, click on this link if you would prefer to bid via a laptop or PC.

<https://auctionslive.com/onlinebidding/Vp>

To login in, your username will be your nominated email address and your password will be the password you nominated at the time of activation.

Step Six:

Once you have logged into the app, click on **'Upcoming Registered Properties'**.

A list of properties you have been approved to bid on will then be displayed.

To join the Auction Room, **click on the Property Address** and then select **'Property Bidding Page'**

Step Seven:

Once you have clicked on the Property Bidding Page and Accepted the terms, you have now entered the Auction Room.

You will notice the Bidding Portal will be inactivated and will appear with a message that says, **'Awaiting Auctioneer'**.

Step Eight:

As soon as the Auctioneer begins the live stream, the stream box will refresh and you will be required to click on the play button.

Step Nine:

Once the Auctioneer asks for an Opening Bid, he/she will then Activate Online Bidding. The Bidding Portal will refresh, and you will now be able to place your bids.

For a Step-by-Step guide of how the Bidding Process works, please watch the below video prior to auction day.

<https://www.youtube.com/watch?v=iW - YpSo1M&t=19s>

Step Ten:

If you are the successful Purchaser, the Selling Agent will be in contact with you to arrange a time to organise the exchange of contracts and to collect your agreed deposit.

If you have any questions or need any assistance, please don't hesitate to contact the Selling Agents.