

## Online Bidding: How To

### Registration:

1. You will receive a text message to take part in Online Bidding.
  - If so, you will just need to click the link.
  - If you do not receive a text message, please notify Steph – [steph@safehavenhumane.com](mailto:steph@safehavenhumane.com).

### Bidding – Using your Smartphone

1. Once logged in, your bidder number will be displayed under the menu.
2. Search for auction packages:
  - By **Name** or **Number** when using the magnifying glass
  - By **Category** listed under the menu ☰
  - By “**No Bids**” under the menu ☰
  - Click the house to go back to your home screen
3. Place a bid:
  - Bid** - Bid the next increment
    - **Bid More**– Bid more than the next increment or set your **Max Bid!**
      - If using Max Bid: Bidding will automatically continue in your favor until your max bid is reached or until the auction closes. If your bid is lower than the highest max bid on that package, you will be prompted to enter a higher bid.
    - **Buy** – If this option is enabled, you can purchase the package for the price listed.
4. If you are outbid, you will be notified via text message. You will also see a notification on your home screen.

### After the Auction Closes

1. Once the auction closes, the guest with the highest bid will win.
2. Check your **Bids** area to view your packages.

### Receiving Your Items

1. We will provide pick up windows for you to come to SafeHaven to receive your items. These windows are:
  - a. **October 18<sup>nd</sup>, 10 AM – 2 PM**
  - b. **October 19<sup>th</sup>, 4 PM – 6 PM**
2. If you prefer to have your items delivered and live in Albany, Lebanon, or Corvallis, deliveries of items will be made October 26<sup>th</sup> and 27<sup>th</sup>. Please contact us to schedule your delivery. Email Steph at [steph@safehavenhumane.com](mailto:steph@safehavenhumane.com).