

## **2023 HCA SPRING BENEFIT AUCTION ABSENTEE BID INSTRUCTIONS**

### **ABSENTEE BIDDING**

Absentee bidding will be available for the Spring Benefit Auction. HCA will bid competitively for you during the live In-Person auction on **April 14-15, 2023**. The Absentee Bid Form is available on this webpage.

The minimum starting bid per lot is \$15.00. You set the maximum amount you are willing to pay on each lot. Include the lot number, pattern, and description of the items as listed in the catalog. If you mark "near mint only" we will use no discretion in your bid. If there is a variance on a lot not called in the catalog (i.e. damage or the number of items in a lot), we will not execute your bid. There may be minimum bid increment raises on certain items. In case of duplicate bids, the earliest postmark prevails.

If paying via check, please consider leaving the amount blank. Designate in the memo line of your check an amount not to exceed the total amount of your bids. The Auction Firm Manager or designee will fill in the exact amount of your purchase. Surplus bid money will be refunded. Send in a self-addressed stamped envelope (SASE) to return your check. HCA reserves the right to reject any bid.

### **SUBMITTING YOUR ABSENTEE BIDS**

Bids may be submitted 2 ways:

- 1) via USPS to: "Absentee Bid" HCA, 169 W. Church St, Newark OH 43055
- 2) via Fax to: (740) 345-9638. When complete, please contact the Museum (740) 345-2932 to confirm it has arrived and is removed from the Fax machine.

Your Absentee Bids must be signed and received at the Museum no later than **4:00 pm ET Tuesday, April 11, 2023**.

### **SHIPPING & PICK-UP INFORMATION**

Successful Absentee Bidders may claim their glass at the National Heisey Glass Museum, 169 W Church St, Newark OH, beginning **Tuesday, April 18 after 10:00 am ET**. A moving and storage fee of \$5.00 per day may be assessed for items not claimed by **April 29, 2023**. Items remaining un-claimed as of **May 31, 2023**, will be considered abandoned, become property of HCA, and any payment will be gratefully accepted as a charitable donation to HCA.

No in-house shipping is available. All buyers are responsible to make their own pick-up and/or shipping arrangements, including shipping costs, directly with the shipper. HCA is aware of the following area shippers: Express Pack and Ship: 740-366-1325, Pakmail: 740-522-2564, and UPS Store 3910: 614-939-5195.

HCA is not responsible for services provided by these vendors but will work with them to make sure your glass is available. The Museum will have copies of your paid receipt and bidder number, and will release your glass to your preferred shipper. Be sure to advise the Museum of your preferred shipper.

### **OTHER**

- ◇ If you have any questions, please contact us at [Auction@HeiseyMuseum.org](mailto:Auction@HeiseyMuseum.org)
- ◇ Auction results will be printed in a future issue of the Heisey News and posted on the Museum website.