

## **Heisey Collectors of America, Inc.**

### **How to Create YOUR HiBid Account**

**[www.HeiseyMuseum.HiBid.com](http://www.HeiseyMuseum.HiBid.com)**

#### **CREATE YOUR AUCTION BIDDER ACCOUNT**

1) Go to the HCA auction page at:

**[www.HeiseyMuseum.HiBid.com](http://www.HeiseyMuseum.HiBid.com)**

2) Click on LOGIN / NEW BIDDER

Existing HiBid user? Enter Username & Password and log on

New to HiBid? Click on REGISTER HERE

a) Provide the requested information: e-mail, name, address, phone, etc.

b) Create your user ID and PASSWORD – write it down so you will remember it!

3) To REGISTER for the Auction

a) Click on accept the TERMS & CONDITIONS

b) Submit your CREDIT CARD information

c) Click on SAVE ACCOUNT INFORMATION

d) Click on RETURN TO REGISTRATION

4) Start BIDDING!

- ❖ Bids may be placed during the Pre-Bidding days and during Live Bidding hours
- ❖ Your auction invoice total will be charged to the credit card you used when registering.
- ❖ When the auction is over you will receive – via email – a complete statement of your winnings and the amount charged to your credit card.
- ❖ The Museum will also have copies of this receipt and will release your glass to your preferred shipper.