

Absentee Bid Form

1. Absentee bids must be received no later than **Friday, February 4th** at **12:00 pm. (noon)**
2. Bids can only be made on **Class Baskets** and **Live Event Items**
3. Bids must be written on a bid form, placed in a sealed envelope, dated and placed in the folder labeled "Absentee Bids" in the Alamo School Office. Bidder must specify the highest dollar amount that they are willing to pay for an item. Under no circumstance will the bid exceed the maximum dollar amount authorized on the bid form.
4. If bidding on a Class Basket, the bid will be noted on the bid sheet.
5. If bidding on a Live Event Item, the Auctioneer during the Live Event will monitor the live bidding with the intention of securing said item on the bidder's behalf and will increase the current bid as appropriate.
6. In the event that two or more bids are identical, the earliest bid will be recognized.
7. Successful bidders not attending the Auction Gala Event will be notified by e-mail the following week. Confirmation of payment and arrangements for pick-up will be made.
8. Representation of all absentee bidders shall be conducted in a fair and consistent manner and will be done in good faith. No warranties and guarantees are made as to securing the said auction item(s).

Date _____

Class Basket Bid

Teacher _____

Basket Description _____

Maximum Bid Amount _____

Live Event Item Bid

Item Description _____

Maximum Bid Amount _____

Name _____

Address _____

e-mail address _____

Authorized Signature

If bidding on more than one (1) Class Basket or Live Event Item, please use separate forms.