

FINAL DRIVE – YOUTH AUCTIONS: www.bwfinaldrive.com

Buyer Registration & Bidding Instructions:

- 1.) Go to www.bwfinaldrive.com
- 2.) Click on Login/Register at Top Right Corner
- 3.) If you are a new buyer, click register at the bottom of the dialog box
 - a. **If you were an online buyer last year, your account should still be active – skip to STEP #10.)**
 - b. Enter Username & password; write it down for future use (Note: Capitalization Matters)
- 4.) Fill out appropriate information (first name, last name, address, etc.)
 - a. **Complete “Business Name” this is what will be used for clerking and advertising purposes!**
 - b. **You will be asked to enter your credit card information – this is to ensure you are a human and not a robot. Your credit card will not be charged. It is strictly used to verify your identity.**
 - c. If you are wishing to place add on’s select bidding/buying
- 5.) Click “Next Step”
- 6.) Read & Agree to Terms & Conditions by checking box at the bottom of the page
- 7.) Click “Next Step”
- 8.) Complete Registration
- 10.) **Click Log In & Enter your Username & Password**
 - a. **If you were an online buyer last year, enter the email and password you used last year.**
 - b. **If you forgot your password click the “Forgot my password” to reset it.**
- 11.) Find Desired Auction & Click “Enter Auction”
- 12.) To the Left of the page you will see Category of Projects Available in that Sale
 - a. You are able to search by Exhibitors Name, Chapter, County, City, etc.
- 13.) Once you have selected an Exhibitor you may then place add-on bids, which are straight donations to the respective exhibitor.
 - a. **New Feature: Buyers Business Name will be listed on the individual lot under “Add on” Tab**
 - b. At the time of placing an Add On, buyer may choose to remain anonymous by checking the box. If the buyer chooses to list as anonymous the public will not see who gave that amount online. However, when the exhibitor checks are distributed that information will be provided to the youth to whom you contributed to.
- 14.) Invoices will be generated via the Mercer Co Sale Committee clerks at the conclusion of the online auction and will be mailed to buyers. **No online payments will be accepted.**

Frequently Asked Questions

How do I register to bid?

Only registered bidders over the age of 18 can participate in our online auctions. To register, select the Register link displayed on any of the auction pages. Enter your contact information. When you submit the form, a message will appear to give you instructions on how to submit your information to verify your account. You will also need to review and agree to the User Agreement.

Why is a credit card required to bid?

Occasionally we require each bidder to post a credit card verification to ensure that each of our bidders is a valid, qualified bidder. This verification method has been implemented for the protection and security of each of our bidders. Each bidder knows that all bidders are valid and that they have met the same requirements that you have to be able to bid online. The credit card verification process is completely secure. This is the only procedure available to bid online. See our privacy policy below.

How do I bid?

Login into your account. Select the auction you would like to view. When the bidding for the auction is open you will have the opportunity to enter your bid and your maximum bid for each item.

What is a Bid Increment?

The Bid Increment is the minimum dollar amount that the bid must be to submit. You can bid higher than the minimum bid, or you may enter a Maximum Bid, but you may not bid in denominations less than the set Bid Increment.

How and when do I pay?

Billing and invoicing will be handled by the clerks of the Mercer Co Sale Committee – same manner as in the past. Typically, one to two weeks following the close of the auction, an invoice will be mailed or emailed to you.

Payment may be mailed to:

Mercer Co Sale Committee
PO Box 121
Celina, OH 45822

Questions in regards to your invoice can be sent to: mercerc.fair.auciton@outlook.com