

## Coast Division Auction Guidelines

As of November 7, 2008

### Buyer Rules

1. Buyers must use their own bidder's card to take part in the auction.
2. Buyers must present bidder's card to the Accounting Committee to claim purchases.
3. The Accounting Committee will only accept checks from members of the PCR. Make Checks Payable to the order of "Cash". Travelers Checks are acceptable from any auction participant. Any NMRA member from outside of the PCR who desires to participate in the auction should arrange to have a sufficient amount of cash, or Travelers Checks available to cover his purchases.
4. Any item that has gone "no-bid", and is not picked up by the seller, may be purchased from the "no-bid" table. A surcharge of 10% of the minimum bid (or \$1.00, which ever is greater) will be added to the minimum bid to establish the selling price of a "no-bid" item. The 10% donation will be deducted from the selling price.

### Seller Rules

1. Sellers must pick up their bidder's card before requesting Auction Item Cards.
2. A seller may enter up to 25 items in the Regular Auction and an unlimited number of items in the Silent Auction.
3. All items must be securely mounted on a temporary base (cardboard sheet, etc.) or contained within an open-topped box for safe handling by the Auction Committee. Loose or unstable items will be removed from the auction.
4. For ease of handling, all items listed on one auction item card must be securely boxed together.
5. Only publications that are published quarterly (or more frequently) may be entered in the Silent Auction. Hardbound books and annual publications must be entered in the Regular Auction.
6. Once an item is entered in the auction, the seller cannot remove it from the auction until it is either sold or rejected as a "no-bid" item.
7. A seller must present his bidder's card and claim checks to the Accounting Committee to claim "no-bid" items and or monies for items sold.
8. The seller will donate 10% of the selling price of each item to the Coast Division. This 10% donation, rounded to the nearest 5 cents, shall be deducted from the selling price of each item.
9. The buyer shall pay for the item before the seller receives his money for it.
10. All "no-bid" items and monies due the seller must be claimed no later than the close of accounting for the auction. The only exception is those claim checks entrusted to the Paymaster by Coast Division members for payment by mail. The paymaster will pay claim checks so entrusted with Division Check. The Division Checks are made out for the indisputable total of the claim checks so entrusted. Fewer 50 cents for handling the transaction by mail.

### Coast Division Auction Instructions & Rules

1. The Coast Division Auction is a function of (and conducted by the) Coast Division of the Pacific Coast Region (PCR). The PCR is a region of the National Model Railroad Association (NMRA).
2. The Auction and Accounting Committees reserve the right to handle as they see fit, all matters concerning the auction and its accounting.
3. Any matter regarding the auction should be brought to the Auction Chairman's attention. The resolution of all matters shall be up to their respective judgment.
4. All sales, in or around the meeting site, must be handled through the Auction and Accounting Committees.
5. The Auction Committee, the Coast Division, the PCR, and the NMRA, their agents and staff acting in their official capacity, assumes no responsibility for the condition or truthfulness of fact regarding any item.

## Who May Participate

Any person who meets one of the following criteria may participate in the Coast Division Auction:

1. A NMRA member in good standing

**Note:** You can meet the criteria for being a NMRA member in good standing, by purchasing a [NMRA Railpass \\$9.95 trial six month membership](#), right at the Coast Division Meet from our Registrar. Note that the Railpass offer is good in the U.S. only, and is for new members and those who have not been NMRA members for two years or more.

## How the Auction Works

1. Anyone not familiar with the Coast Division Auction procedures should thoroughly read all the rules and talk with an Auction Committee member about procedures.
2. Bidder's cards are handed out at the time given in the Meeting Notice in the Coast Dispatcher.
3. The Coast Division Auction is composed of two parts, the Silent Auctions, and the Regular Auction. The Silent Auction is conducted from the time items are entered, until sometime prior to the start of the business meeting. The regular Auction starts following the business meeting, and ends when all items entered have been auctioned or 6:00pm, whichever occurs first.

Silent Auction:

4. Write your bid amount and your bidder's card number on the Silent Auction Card for the time on which you want to bid.
5. The first bid must be equal to or greater than the minimum bid on the Silent Auction Card.
6. During the time of the Silent Auction, anyone can write a new bid after the last bid entered.
7. 25 cents or more must raise all Silent Auction bids.
8. When the Silent Auction is closed, no new bids may be entered. The last complete bid entered is the buyer.

Regular Auction:

9. Items will be auctioned by ascending sequence number, unless the Auction Committee representative elects to do otherwise.
10. Bids shall advance by 25 cents or more, unless reduced by the auctioneer; but in any case, they shall not be advanced by an amount smaller than 25 cents.
11. Each item shall be called three times before being sold.
12. At the completion of the bids for each item, the item will be forwarded to the Accounting Committee who will collect the selling price before delivering the item to the buyer
13. The Auction Chairman will deny any buyer who accumulates more 10 unpaid items the opportunity to continue bidding until his purchases are paid for and removed from the accounting area.