

# How to bid in an online auction through Auction Ohio

- Go to [www.auctionohio.com](http://www.auctionohio.com) and click on the "auction" tab at the top of the page.
- Scroll down to find the auction you want to access. Click on the auction.
- A screen will appear with the auction details – when it closes and time and location of the pickup.
  - Read this carefully to make sure you will be available to pick up your items at the time and location specified. You will not get the actual address of the pick-up location unless you are the winning bidder.
- Scroll down the auction page to view the items. Click on "View Lot" to get more details about each item (condition, size, etc.) and see more pictures of the item or grouping.
- Enter a bid in the gray box to the right of the item/grouping. Place your bid. If you are the highest bidder, you'll receive a confirmation pop-up at the top of your screen. If another bidder entered an automatic higher bid, you'll see a pop-up notifying you that you've been outbid.
- If you try to place a bid and you are not registered with Auction Ohio, you will be prompted to register. It is important that you enter an email and phone number that you access regularly. This is how you will receive notifications. You may also opt in for text notifications.
- Once the auction closes, you'll receive an email from Auction Ohio telling you your total and giving you the actual location where you can pick up your items.
- Sometimes bidders forget that they were bidding in an auction and do not check their emails or realize they won. If you are a winning bidder and you do not pay for the items by the time the auction pickup ends, your bidding privileges will be suspended.
- **IMPORTANT NOTE:** Auction Ohio charges an 11% buyer's premium. So, if you're winning bids total \$10.00, the premium is \$1.1, making your total \$11.10. Also, there is sales tax on some auction purchases based on the pickup location. Usually the tax is only on auctions where the pickup is a warehouse or showroom. No tax is charged on items that are to be picked up at homes.
- **Effective May 2020, payment may only be made online in advance of the pickup. We are no longer accepting cash, check or cards at the time of pickup.**

**IMPORTANT: Pay close attention to the pickup date, time and location for each auction. In many cases there is no alternate time to pick up your items. If you cannot pick up your items at the designated times, and if there is no alternate pickup listed, you may not want to bid in the auction. However, you may send someone to pick up your items if you cannot.**