

Interfilk Auction Donation Instructions

A) Please complete one bid slip per item being donated (a set intended to be won together counts as one item).

- The “Donated by”, “Item Description”, and “Minimum Bid” fields **must** be filled in.
- If not otherwise marked, items will be deemed InstaBid-Eligible (see D) and to have a Retail Value of \$0 (see E).
- Minimum Bid & Retail Value should be in US dollars.

B) Give all donations with their completed bid slips to the Interfilk Table team to be logged, assigned a number, and placed on display. **DO NOT** place items on auction tables yourself....

C) Donation deadline: _____. Donations received after this time may not be accepted, at the discretion of the Interfilk administrators; we are volunteers, please do not abuse us.

D) Items that have no bids by the end of the Silent Auction may be moved to InstaBid, where they will be eligible for claiming during checkout on a first-come basis for any whole-dollar price offered. This potentially includes amounts lower than the specified minimum bid; if you are not willing to see your donation won for less than your minimum, please select the “Retrieved by Donor” box (and ensure you come by on Sunday for pickup if applicable).

E) In the U.S., the **Donor** is who gets to take a tax deduction for the donation. The amount of that tax deduction is the Claimed Value, which is normally the retail price for a similar item (in the case of on-of-a-kind items, a common similar item). Note that the winner can deduct the amount in excess of this as a charitable contribution on a U.S. tax return. I.R.S. rules don't allow deducting any part of the value twice. As far as we know, the donor can claim zero, giving the whole deduction to the winner, but then can't deduct anything on their tax return. Receipts for the I.R.S. will be provided on request.

Interfilk Auction Bidding Instructions

- A) **Bidders:** write your name **clearly** or your bid is invalid. The amount must be at least the minimum bid, which is \$1 if not shown, and **increments are at least \$1 and whole-dollar amounts only.**
- B) Bids and payments are in U.S. dollars.
- C) Items which reach ___ bids by at least half an hour before the voice auction will be moved to Voice. Items won at the voice auction are sold and may be picked up from the Interfilk table Sunday morning. Items that do not go to voice auction will receive additional bid sheets as needed until the Silent auction closes, at which point the highest bid will win (regardless of quantity).
- D) The voice auction is scheduled for _____. Barring catastrophe, it will start On Time and will run for at most one hour from the time it starts.
- E) The silent auction will close 15 minutes after the voice auction ends unless otherwise noted.
- F) Items won at silent auction must be picked up and paid for on Sunday at the Interfilk table. If you have to leave before this, you must make arrangements with the Auction team beforehand or your bid(s) will be canceled (and we will be quite unhappy with you).
- G) Payment is by check, cash, or credit card. We are able to take credit cards via Interfilk's Square account. You may use the following cards: Visa, MasterCard, Discover, American Express, JCB, UnionPay International.