

t r a n s f o r m e r

SILENT AUCTION RULES

Thank you for participating in *Envisioning*, Transformer's Benefit Exhibition + Online Auction! All proceeds from *Envisioning* artwork sales will go to support artists and Transformer's exhibitions & programs.

SILENT AUCTION BIDDING

To place a bid, you must register via Handbid: <https://bit.ly/Envisioning-Registration>. Contact information including email address, phone number, and credit card are required to receive a bid number. Use only the registered bid number assigned to you to bid on artworks.

Handbid offers two alternative ways to participate in the auction: you can bid from either the Handbid website or from your phone with Handbid's free app, which can be downloaded via the App Store or Google Play Store. In the app, swipe left or right to access categories and items. The menu in the upper left corner will contain your profile, alerts, and invoice information.

You can monitor your bidding from Handbid's dashboard. Accept Handbid's push notifications to receive alerts on artwork bidding activity. If you are not using the app, register your phone number and Handbid will send you up-to-date text messages on your bids.

Once you find an artwork you are ready to bid on, you will have the option to **BID**, **MAX BID** or **BUY IT NOW**. To place a **max bid**, use the -/+ buttons to set the max amount you are willing to spend. Handbid will automatically bid for you up to the amount you choose. To place a **regular bid**, use the -/+ buttons to determine your bid price. To submit, select the **MAX BID** or **BID** button.

PLACING YOUR BID NUMBER ON A BID SHEET IS A COMMITMENT THAT YOU WILL PURCHASE THE WORK. IF YOUR BID NUMBER IS THE LAST BID, YOU HAVE WON THE ARTWORK AND ARE REQUIRED TO HONOR YOUR BID WITH A PURCHASE OF THE WORK.

PAYMENT

Bidders are required to provide a credit card within Handbid in order to place bids. Credit card information is held securely in the Handbid system and used solely to process payment for artworks to the winning bidder. Winning bidders will receive notification of their winning bids via email from Handbid once the Auction closes at 5pm on Sunday, November 21, 2021. Payment will be processed beginning on Monday, November 22, 2021, with the credit card provided. **All Sales Are Final. No Purchases will be returned, refunded, or exchanged. All artworks are sold "AS IS" exhibited.** Please contact Autumn Banner at autumn@transformerdc.org with questions.

PICKUP & DELIVERY

Transfer of artwork will occur after payment has been processed. Winning bidders can pick up their artwork from **Transformer** at no cost beginning **Monday, November 29 - Saturday, December 4, 2021, 12:30pm - 5pm**. All Auction artworks must be picked up and paid for by **Saturday, December 4, 2021**.

Winning bidders may also choose to have their artwork delivered by HMB Art Transfer for a fee. HMB Art Transfer will deliver anywhere in or out of the Washington, DC area, and can crate and ship work worldwide. All shipping/delivery costs will be the responsibility of the buyer. HMB Art Transfer travels from DC to New York City on Wednesdays. Artwork installation by HMB Art Transfer is also available for an additional cost.

t r a n s f o r m e r

Transformer is not responsible for acts or omissions of carriers or packers of purchased works, whether or not recommended by us. Payments for artwork delivery should be made directly to HMB Art Transfer. For additional information or to obtain an artwork delivery quote, please contact HMB Art Transfer directly at **202.439.8172** or hmbarttransfer@gmail.com.

Please contact Kara Harley at **Transformer** with questions about artwork pick up at: kara@transformerdc.org or **202.483.1102**.

CONDITIONS OF SALE

Each work or experience carries an estimated market value obtained from sources the artists or donors believe to be reliable, but no representation of warranty as to the actual resale value of any work being auctioned is made or implied. The estimated value is intended as a guide to assist you in your bidding.

CONDITIONS OF WORKS

Each Auction artwork is sold **"AS IS"**. All works can be personally viewed by prospective buyers or by their agents at American University Katzen Arts Center November 6-21, 2021.

Transformer makes no warranties or representation of any kind or nature with respect to any work of art, including but not limited to, any representations or warranty of description, genuineness, attribution, provenance, or physical condition, nor as to the right of reproduction, if any.