



## 3<sup>rd</sup> Annual Post-It Note Show and Auction Information and Guidelines



**Ending:** November 21, 2021 at 6:00 pm PST

**Who can participate?** The proceeds from this auction will support IATSE PAC. Therefore, to participate you must be an IATSE member, employee, or family member that is a US citizen or permanent resident alien. If you bid on an item and are not eligible, your bid will be cancelled and the next highest eligible bidder will win the item.

**How do I go to the auction?** To view and bid on items, you must log into the IATSE PAC website. The email you received has a clickable link that will automatically log you into the site if you have already set up a password. **DO NOT** share the email as it will allow others to access your personal information. If you have not visited the IATSE PAC website, you will be prompted to create a password.

Once you are logged into the IATSE PAC website, you can click on the auction link, update your contact information, or change your username and password in your profile. If you have any problems logging in, please email [IATSEPAC@iatse.net](mailto:IATSEPAC@iatse.net) for assistance.

**How do I view the auction items?** Once logged into the IATSE PAC website, click on the auction button and you will be redirected to BiddingOwl.com. After you reach the auction site, you will be able to view detailed information about each item by clicking on its picture.

**How do I bid on an item?** To bid on an item, you must be a registered bidder. If you participated in last year's auction, your login credentials are still valid. Click on "**Login**" at the top of the webpage. If you forgot your password, please use the reset password link.

If you did not register for the previous auction, you will need to create a bidder login by clicking on "**Register**" at the top of the webpage. This year, all items are on the auction block so everyone can participate and bid in increments. You must meet the opening bid amount to participate in an auction.

**How will I know if I won an item?** Once the auctions end, winning bidders will receive an email notice that they won an auction. The email will include an invoice without shipping. Please do not attempt to pay that invoice. Once the appropriate shipping has been added to the invoice of all winners, a second email notice will be sent letting them know it's time to pay for their item(s).

**Do I have to pay the shipping fee listed for each item I win?** Winners of multiple auctions will only be invoiced for one shipping fee.

**How long do I have to pay my winning bids?** Once you have been notified that your invoice is ready, you must submit payment within 72 hours, or your bid will be cancelled and the item will go to the next highest eligible bidder.

**When will my item be shipped?** Your item(s) will be shipped within 5-10 days of payment.

**Who do I contact with questions?** If you have questions about the auction items, please email TAG Field Representative/Political Coordinator Leslie Simmons at [leslie.simmons@tag839.org](mailto:leslie.simmons@tag839.org).

If you have questions about IATSE PAC, logging into the IATSE PAC website, combined shipping invoices, or paying for your items, please email [IATSEPAC@iatse.net](mailto:IATSEPAC@iatse.net).