

## **Staunton Montessori School Online Auction 2017**

### **Instructions**

**What:** Staunton Montessori School online auction supporting the SMS Scholarship Tuition Assistance Program

**When:** Begins Wednesday, April 12<sup>th</sup> at 8am and ends Friday, April 21<sup>st</sup>, 2017 beginning at 9pm **(please check the individual auction for the exact ending time)**

**Who:** Anyone, aged 18 and over, is able to participate! Please review the delivery options on the item you're interested in before bidding. Some items can be mailed to you after payment is received and other items require pickup at Staunton Montessori School. Pickup times will be arranged after the auction closes.

**Process:** You will register as a bidder for this online auction, providing your name, phone number, and email address so we can contact you if you place a winning bid or bids. After registering, you will be able to bid on any item listed on the auction until it closes on April 21<sup>st</sup>. All bids are considered final and binding and there are no refunds. Once the auction closes, you will have until May 5<sup>th</sup> to make payment on the item(s) won. Payment can be made via Paypal, at the school via Square (3% convenience fee charged), or check made payable to 'Staunton Montessori School'. If payment is not received by May 5<sup>th</sup>, the item will be offered to the next highest bidder. You will also receive detailed payment instructions via email after the auction closes.

\*Note that this online auction works more like a traditional silent auction rather than an Ebay auction. If you enter a \$25 bid, the current bid on the item will automatically go up to \$25, not in increments up to that amount.

**Questions:** Please feel free to contact [auction@stauntonmontessori.org](mailto:auction@stauntonmontessori.org) with any questions that you may have.