

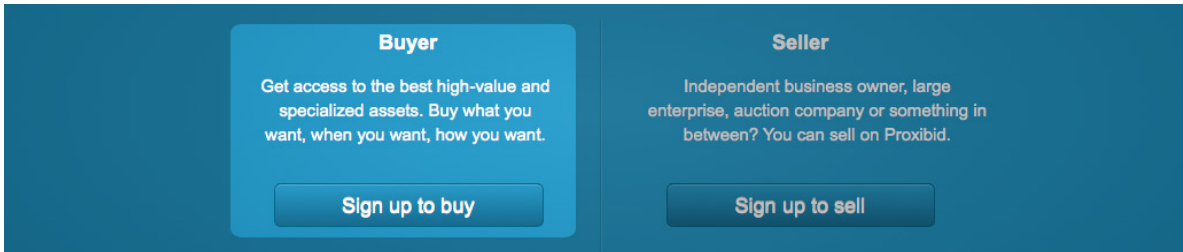
# 4 STEPS TO BID ONLINE

## 1) Create a Proxibid Account

a) Enter [www.proxibid.com](http://www.proxibid.com) and click the "Sign Up" link in the page header

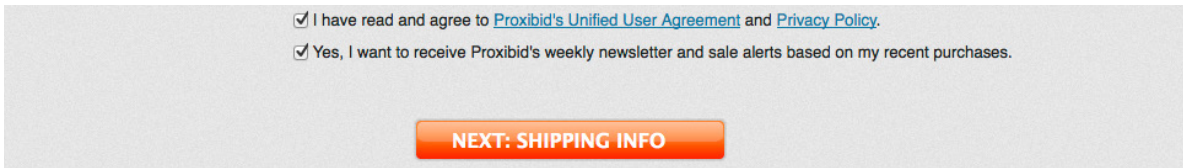


b) Click the buyer "Sign up to Buy" button



## 2) Enter your account information – rest assured, all personal information is safe with Proxibid

a) Fill in your basic info and read/agree to the Proxibid user agreement



b) Enter your shipping info, select a security question and click "Next"

c) Provide your billing info to complete account creation

d) Check your email to validate your account

## 3) Log in to your New Account

a) Click the "Log In" link in the header at the top of the page

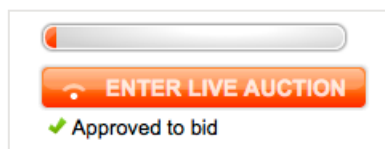


b) Enter your username and password

## 4) Bid in the Live Auction

a) Navigate to [www.proxibid.com/jewelryexchange](http://www.proxibid.com/jewelryexchange) and select the event in which you want to participate

b) Select "Enter Live Auction" button to join the auction (note this button is only available once sale has begun)



c) A new browser window will open and you will be prompted to launch the application

d) Now you are ready to bid

# HELPFUL HINTS & TIPS

Audio/Video: watch a live audio and video stream of the auction

Live Icon: indicates which lot is currently being auctioned

Catalog Search: search for catalog items in auction

My Auctions: toggle through your opened live auctions to open in new window

The screenshot shows the Proxibid live auction interface. At the top, there is a blue header with the Proxibid logo and navigation links: "Welcome, arasdall | Sign Out | What's New | Preferences". Below the header, the main content area is divided into several sections. On the left, there is a "Title of Lot for Sale" section for lot number 302, featuring a large image of a green combine harvester. A "Play audio & video" button is located above the image. Below the image, there are buttons for "ONCE", "TWICE", and "SOLD!". A "Priority One Message" section displays "Supporting priority two message" and "HIGH BID: \$1,700.00 by YOU!". A prominent orange "BID \$1,750.00" button is positioned below the bid information. On the right side, there is a "Catalog" section with a search bar and a list of items for sale. Each item listing includes a small image, a "Title of Lot for Sale", the high bid amount, the bidder's initials, and a "Watch this Item" link. Lot #372 is marked with a "LIVE" icon. At the bottom right, there is a "Message Center" section showing a list of system messages and a text input field for user messages, with a "Send" button. A "Feedback Connected" status is shown at the bottom right of the message center.

Once-Twice-Sold Bar: indicates when the auctioneer is about to sell the item

Bid Button: click this to submit a bid at the total asking price

Message Center: ask questions and get answers in real time

## How to Leave a Prebid

Submitting a prebid representing the most you're willing to pay using our "Enter a maximum bid" feature is quick and convenient. You can submit a prebid on either the catalog pages or the lot detail page.

- Navigate to the lot detail or catalog page featuring the item on which you want to prebid
- Click on the "Enter a maximum bid" link under the "Bid Now" button
- Enter the maximum dollar amount you're willing to bid and click the "PLACE BID" button, then "CONFIRM BID"
- Your maximum bid is now submitted and can be tracked in the "My Items" tab of MyProxibid

Have questions or need help? Contact Proxibid at 1-877-505-7770

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