

# How to Participate in the Live Auction – 7:00 p.m.

Festival of Trees is partnering with DLMS FarmGate Timed Auction services. We have separate listings for the Festival of Trees Auction - "Live Auction" and "Silent Auction." Thank you for being a part of the 30<sup>th</sup> Anniversary Festival of Trees. Happy bidding!

## Step 1: Go to https://farmgatetimedauctions.ca/,

# (The creation of your account can be done at any time before the Auction) <u>First-time FarmGate Auction users:</u>

- Select the **REGISTER** button in the top right corner of this page.
- Fill out the registration form to sign-up for a free FarmGate Timed Auctions user account.
- Enter your account info and choose a password for your account.

After you create your account:

- Go to the profile tab and click on the notifications tab.
- Confirm your notifications are set to **YES**. This allows the site to send you text and email notifications if you are outbid.
- Click on the profile tab to validate your phone number.
- You will receive a text message with a pin code to verify your account.

#### **Returning FarmGate Auction users:**

If you have bid in the past with FarmGate Timed auctions, enter your email address and password to continue. If you are not sure if you have an account, you can try to create your account again or try the "forgot your password" link, and you will receive an email and text message to reset your account.

## Step 2: Auction Day – Saturday, December 4<sup>th</sup>

- Go to <u>https://farmgatetimedauctions.ca/</u>. The Live Auction starts at 7:00 p.m.
- Click on the top right-hand corner of the screen and log in with your email address and password.
- Scroll down to see both the Festival of Trees Live Auction and Silent auction sale pages.
- Both the Live & Silent will have <u>separate links</u> where you will see the auction items listed for each.
- New items will be added right up until the Auction, so check back often.



Now that you are logged in, and your account phone number/email is verified, you can bid on the Festival Live Auction.

- Scroll down the page, and you will find the <u>Moose Jaw Festival of Trees Homegrown Christmas</u> link.
- Auction broadcast with pre-sale music and test bidding will start 30 min before the Auction. This is your opportunity to ask the DLMS staff any questions and to practice your bidding. The Live Auction begins at 7:00 p.m.
- Remember Bid Early & Bid Quick.

# Step 4: Bidding Closes & Follow-up

Following the close of the Live Auction, the Foundation will contact all winning bidders next week to arrange payment and delivery. Please make sure that your account info is up-to-date and correct if you are the winning bidder.

Note: If you want to bid on the Silent Auction, bidding ends 30 minutes following the conclusion of the Live Auction.

# Thank you for being a part of the 30<sup>th</sup> Annual Festival of Trees Auction. Your support will help save and enhance lives at the Dr. F.H. Wigmore Regional Hospital. Every dollar raised at Festival stays in our community.

If you require assistance during the Auction or want to bid over the phone with a representative, please talk to any of the DLMS team.

DLMS sales staff want to make sure the Festival of Trees auction is as easy as possible for you. Please feel free to contact any of the DLMS Reps below for help with the sale.

DLMS Auction Reps & Technical Assistance Mark Shologan 780-699-5082 Joanne Shologan 780-689-6068 Jill Renton 780-603-1636 Cassidy Matthews 403-971-6055