

HOW TO BID ONLINE FOR A BURNS & CO AUCTION

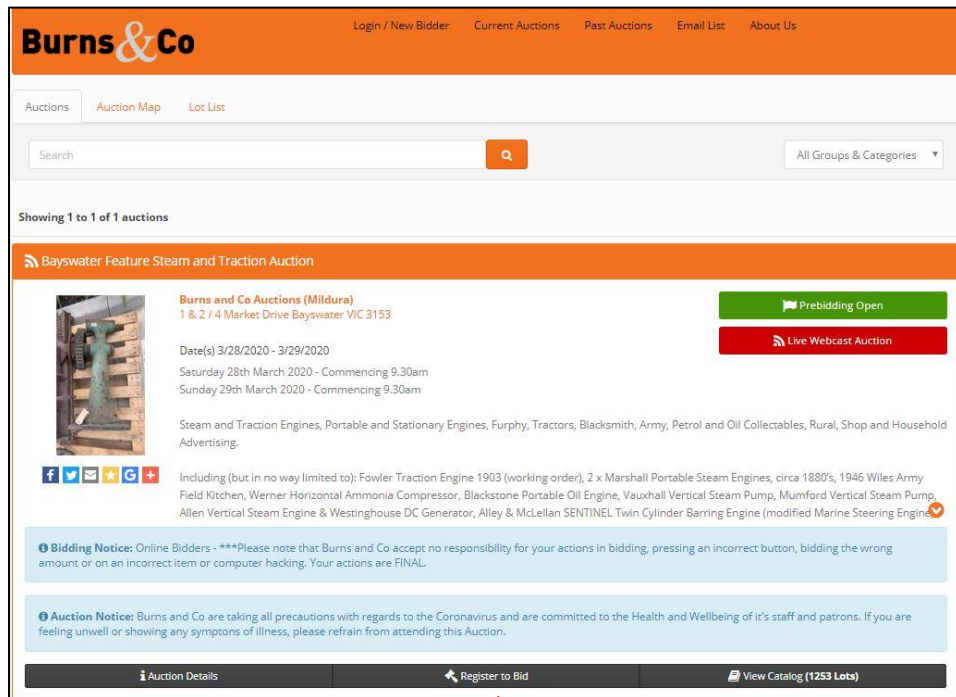
www.burnsandco.hibid.com/auctions/

STEP 1

Open a new web browser page. Go to <https://burnsandco.hibid.com/auctions/>

STEP 2

Once you have found the Auction you are intending to bid on select 'Register to Bid'



STEP 3

You will be asked to create an account using a current email address and your contact details. Please fill in all required fields. If you already have an account, you can select Log On.

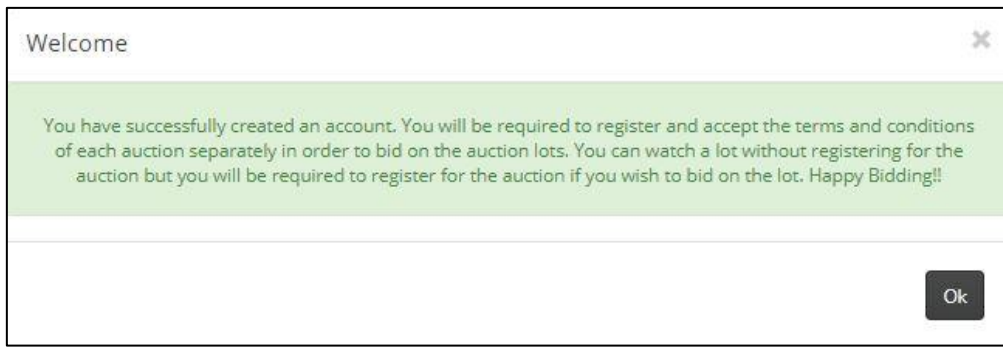
The screenshot shows the 'Login / New Bidder' form. It has a title bar with a close button. The form contains two input fields: 'User Name or Email' and 'Password'. Below the password field is a link for 'Forgot your password?'. There is a checkbox labeled 'Keep me signed in (Uncheck if you are on a shared computer)'. At the bottom of the form are two buttons: 'Log On' and 'New Bidder? Click Here'. Below the buttons, it says 'This website is powered by HiBid'. At the very bottom, there is a note: 'If you have previously registered with HiBid or another HiBid powered website then your existing user name and password will work on this site.'

The screenshot shows the 'Step 1: Check Email Address...' form. It has a title bar with a close button. The form contains two input fields: 'Email address' and 'Confirm Email address'. Below the second field is a 'Check Email' button. At the bottom of the form, there are two links: 'Click Here to Logon (if you know your password)' and 'Click Here to Reset Password (if you don't)'. Below the links, it says 'This website is powered by HiBid'. At the very bottom, there is a note: 'If you have previously registered with HiBid or another HiBid powered website then your existing user name and password will work on this site.'

The screenshot shows the 'Step 2: Complete Account Info...' form. It has a title bar with a close button. The form is titled 'Tell us about yourself' and contains several input fields: 'Company', 'First Name', 'Last Name', 'Country' (with a dropdown arrow), 'Address', 'City', 'Postal Code (Zip)', 'Phone 1', 'Phone 2', and 'Fax'. Below these fields is a section titled 'Choose your user ID and password' with fields for 'User Name', 'Password', 'Confirm Password', 'Email', and 'Confirm Email'. At the bottom of the form, there are two checkboxes: 'Hide Username From Public' and 'Send email notifications and newsletter'. A 'Create New Account' button is located at the very bottom.

STEP 4

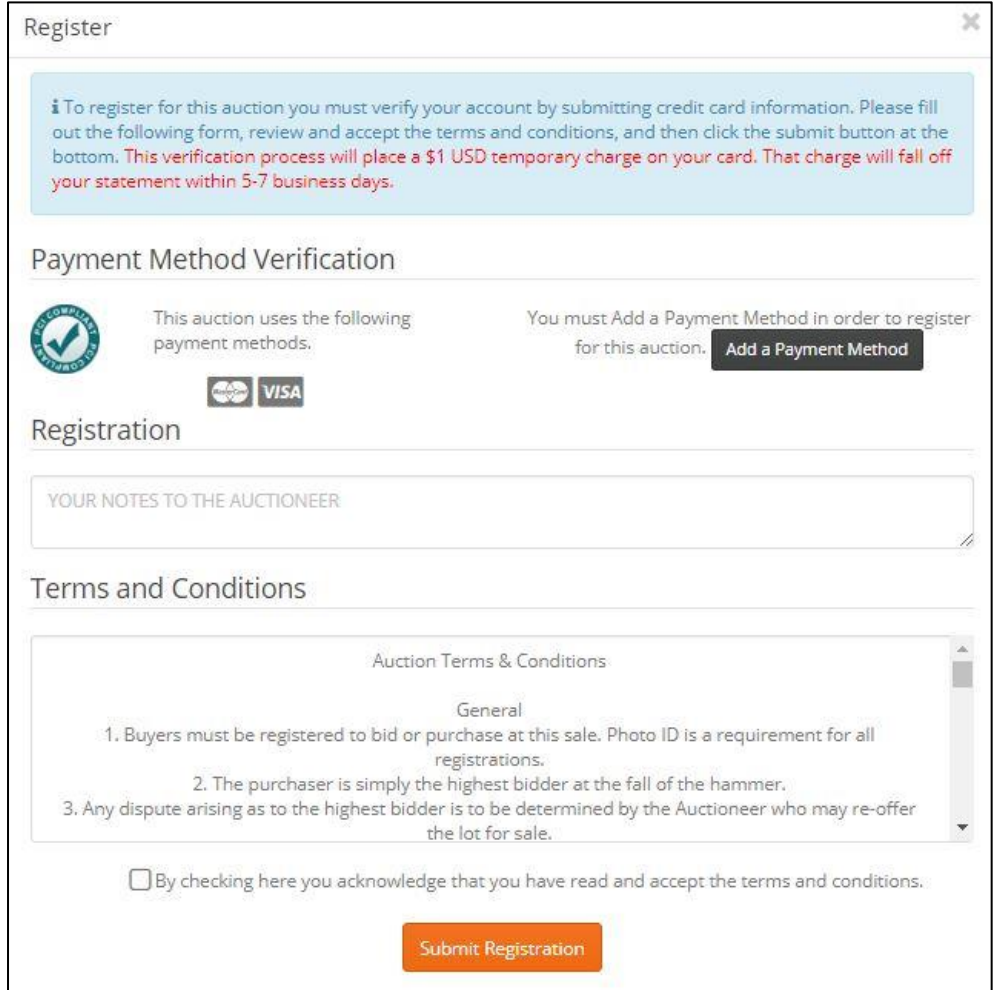
Select OK



STEP 5

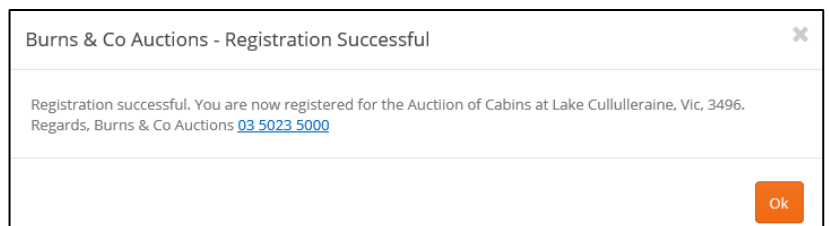
You will need to enter details of a current either Visa or Mastercard by selecting Add Payment Method.

READ carefully and accept the Terms & Conditions of sale by checking the box. And select 'Submit Registration'



STEP 6

Select 'Ok'



STEP 7

You can now select the orange 'Bid' button on the items you wish to buy. You will need to confirm your bid, the item will then turn green when winning the maximum bid or red when you have been out bid.

