

## **UUCD Auction Cheat Sheet:** *Print or Save*

Still have questions? Ask Barb or Lisa.

Email: [auction@uudanbury.org](mailto:auction@uudanbury.org) anytime!

**We go LIVE ONLINE Friday 10/25**

**Oct. 25 - Nov. 1** Purchase items and buy your tickets for the event at:

<https://new.biddingowl.com/UUCD2024>

When you get to the website you will be asked to set up a new account! **Even if you remember your password from last year. To bid, buy or donate, you must register at the BiddingOwl website.** The site has been updated this year.

1. **Use the link above.**
2. **Create an account (or use google..)**
3. **Create a password, save it and register**
4. **Check your email to verify the code**
5. **Set up your profile in order to buy things**
6. **Answer every question to set up a profile.**  
*No payment information (credit card, etc.) is required.* All purchases will be on a final invoice from the Auction Team to avoid processing fees.
7. **Try the 'Enter' key if nothing happens at first!**

### **Finding Your Way on BiddingOwl:**

1. Click a **Category** to preview, or view **All**:
2. Items with a fixed price, will let you **Buy Now**. If there is more than 1 seat available at an event you will be instructed to **'Go to Fund-A-Need to buy your seat!'** to buy your item or items.
3. Most items can be bid on or purchased only online. You will receive instant notifications via text and email if you are outbid or won an item with a link to the item. Mark your favorite items and save them in your Watchlist - by clicking the green heart to monitor your bids.  
**Don't have time to keep watching and bidding?** No problem. Set an **Auto Bid** online and the system will bid on your behalf up to the amount set as your maximum bid.

**Live Event Items** are listed only as previews. If you cannot attend and bid at the live event, **ask us about Live Proxy Bidding!**

[auction@uudanbury.org](mailto:auction@uudanbury.org)

**Use the Search box at the top of the page to find items:** Type a search word into it (example: Music), and it brings you to the item.

### **Online Items:**

- First, view the listings. Click on an item for the description. Some items are sold at a fixed price. Other items may be bid on.
- Many dinners and group activities are "fixed price" and sold as multiples. If multiples are offered, it will say **'Go to Fund-A-Need to buy your seat!'**. Below the listing it will look like this:

Price

- USD \$20.00 each

Enter Qty (Max:  
20)

Add for USD \$0.00

### **Fund-a-Need and More - has:**

Items sold in multiples described above, and:

1. **Tickets to the Live Event - \$15,**
2. **50/50 Raffle tickets** and
3. **8th Principle non-profit projects to help others in the community.** The amount you donate will be on your final invoice.  
*No 8th Principle purchase goes toward Matching Funds.*

### **Raffle Tickets - choose how many**

- Buy one ticket or a batch online. You may also buy raffle tickets at the event with cash, check or IOU. Online and IOU purchases will appear on your final invoice.

- The winning numbers will be drawn during the show (you do not have to be there to win).

### **'Live' Items at the Live Event**

- Before the event, **buy your tickets** (\$15 each). If you want proxy bidding you still need a ticket.
- Enjoy! Jerry Phelps and others will perform to entertain us. Peter Horton and Jeremy Stein will be MCs and auctioneers.
- Door prizes, a pinata and 50/50 raffle ticket winners will be announced.

- **Be ready to spend! It goes quickly!**

**The auction team will invoice you by email when all purchases and bidding are closed.**