

# UNABLE TO ATTEND THE AUCTION

If you can't attend in person, there are three different ways to bid:

# 1



## TELEPHONE BIDDING

Bid via the phone

# 2



## PROXY BIDDING

Let us know your maximum bid before the auction and we'll bid on your behalf

# 3



## ONLINE BIDDING

Live bidding direct from your computer.

Visit [savills.co.uk/auctions](http://savills.co.uk/auctions) to download the Remote Bidding application form or find it on page 14 in this catalogue.

## REGISTERING FOR REMOTE BIDDING

To register for remote bidding, please send us:

- A completed Telephone, Proxy or Online Bidding form
- Two signed cheques made payable to Savills UK Ltd
- Certified identity documents for the purchaser(s).

All forms should be sent to us by registered post to arrive at least one working day before the auction. Please see page 22 for a full list of the identity documents we need.

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 [savills.co.uk/auctions](http://savills.co.uk/auctions)

# TELEPHONE, PROXY AND ONLINE BIDDING

(London & National)

## REMOTE BIDDING

It's always best to come to the auction in person, but if this isn't possible you can make a telephone bid, a proxy bid (up to a pre-set limit) or an online bid, authorising the auctioneer to bid on your behalf.

To set-up remote bidding, please complete and return the Remote Bidding Form to the auctioneers' office at least one working day before the auction, together with a cheque for the 10% deposit, two forms of certified identification documents and a separate cheque for our administration fee, both made payable to 'Savills (UK) Ltd'.

## TERMS & CONDITIONS FOR REMOTE BIDDING

These terms and conditions apply to the bidder and the buyer (if different) and you will be bound by them if you bid by telephone, proxy or online.

1

A prospective buyer should complete and sign this registration form. Failure to complete or sign the registration form will be treated as a fundamental error in the registration form that will entitle the auctioneer to disregard your bid.

2

The auctioneer reserves the right not to bid on behalf of the prospective buyer should there be any error or confusion in the registration form, the instructions received or the accompanying deposit.

3

The completed form must be delivered to Savills Auctions, 33 Margaret Street, London, W1G 0JD by hand or post so that it is received no less than one working day prior to the date of auction in which the particular property is to be sold. It is your responsibility to ensure the form has been received together with two cheques and two forms of certified identification documents to confirm your name and residential address, as well as those of the contract buyer should this differ. Please refer to Auction Notices for details on the types of documentation we accept.

4

Certified

Documents must be professionally certified by an independent certifier, who has had sight of the original documents, and the date of certification, signature, name, company, position and telephone number of the certifier must be provided.

Documents may be certified by:

UK

- A credit or financial institution which is an authorised person \*FCA regulated entity/individual
- An auditor, insolvency practitioner, external accountant, tax advisor, or independent legal professional that is supervised by one of the following bodies:
  - Association of Chartered Certified Accountants \*Chartered accountant
  - Council for Licenced Conveyancers \*Specialist property & probate lawyer
  - Faculty of Advocates \*Lawyer
  - General Council of the Bar \*Barrister
  - General Council of the Bar of Northern Ireland \*Barrister
  - Institute of Chartered Accountants in England and Wales \*Chartered accountant
  - Institute of Chartered Accountants in Ireland \*Chartered accountant
  - Institute of Chartered Accountants in Scotland \*Chartered accountant
  - Law Society \*Solicitor
  - Law Society of Scotland \*Solicitor
  - Law Society of Northern Ireland \*Solicitor

In addition to the above, the following may also certify UK National private individual documentation provided the independent certifier is also located in the UK:

- Doctor
- Minister of Religion
- Savills Employee

Non-UK

- An authorised representative of an Embassy or Consulate of the country who issued the identification document;
- A registered notary public, justice of the peace, lawyer or advocate;
- An accountant who is a member of an accounting professional institution; or
- A credit or financial institution who is regulated and supervised for compliance with the requirements laid down in the money laundering directive

Acceptable Certification Wording

Please ensure the following wording is used **verbatim**:

For evidence of identity

"I certify that this is a true copy of the original document which has been seen. The photograph bears a true likeness of the individual."

- For evidence of address

"I certify that this is a true copy of the original document which has been seen."

[date, signature, name, company, position and date]

5

The maximum proxy bid price must be an exact figure.

6

The prospective buyer appoints the auctioneer as agent and authorises the auctioneer to bid for the relevant lot on behalf of the prospective buyer in such manner as the auctioneer thinks fit at his absolute discretion.

7

The prospective buyer shall be considered to have inspected the auction catalogue, the Common Auction Conditions, and separate Special Conditions of Sale, addendum and notices to prospective buyers for the relevant lot and to have full knowledge thereof and authorises the auctioneer or any duly authorised partner or employee of Savills as the prospective buyers agents to sign the Memorandum of Contract incorporating all such matters at or after the auction.

8

The prospective buyer should provide one of the following in the form of a deposit cheque with the registration form:

- A signed blank cheque drawn on an approved UK registered Financial Institution made payable to 'Savills (UK) Ltd' which the auctioneer will complete on behalf of the prospective buyer (for 10% of the purchase price or £2,000 whichever is higher or otherwise directed) if the prospective buyer is successful in purchasing the relevant property or;
- A banker's draft, drawn on an approved UK registered Financial Institution, payable to 'Savills (UK) Ltd' representing the 10% of the maximum price to which the prospective Buyer wishes to bid or £2,000 whichever is greater or otherwise directed. Where the particular lot is purchased below the maximum bid figure the balance of the deposit will be considered as an additional deposit towards the purchase price.

9

If you wish to bid for more than one lot, separate cheques must be provided for as per item 7 above.

10

The prospective buyer may, in writing only, at any time up to the commencement of the auction withdraw the auctioneer's authority to bid or make alterations to the registration form. It is the prospective buyer's responsibility to ensure that the auctioneer personally receives such instructions and the prospective buyer should check to ensure such instructions have been received.

11

With regards to proxy bids, the amount of the prospective buyer's maximum bid will not be disclosed to the seller or any other person either during or after the sale without the consent of the prospective buyer.

12

The auctioneer reserves the right to bid himself or through an agent up to the reserve price for the particular lot.

13

Prospective buyers are advised to check the addendum and Savills Auctions Website on the day of the auction to ensure that there are no amendments to the particulars of sale or conditions relating to the relevant lot or other matters relating to it. The prospective buyer will be deemed to have knowledge of such amendments and will buy subject to them in any event. If the prospective buyer does not telephone and such amendments have been made, the auctioneer may in his absolute discretion decide not to bid for the relevant lot on the prospective buyer's behalf and the auctioneers will not be responsible for any loss, costs or damages incurred by the prospective buyer as a result thereof.

14

Should the prospective buyer wish to bid at the auction, in person or through an agent, such intention must be conveyed in writing to the auctioneer in person prior to the lot being offered for sale. In this case the auctioneer will not make any bids on behalf of the prospective buyer.

15

The auctioneer will use all reasonable endeavours to provide remote bidding facilities at the auction and will make no additional charge to a prospective buyer for this service.

The auctioneer will accept no liability whatsoever for any bid not being made on behalf of the prospective buyer as a result of:

- Lack of clarity of instructions
- Error, lack of clarity or confusion regarding the registration form or the deposit
- Prospective buyers become disconnected during bidding or are unobtainable
- Interruption or suspension of telephone or internet services
- For any other reason whatsoever beyond the control of the auctioneer.

16

In the case of proxy bids, the prospective buyer will be advised if the relevant lot has been successfully purchased on his behalf as soon as possible after the auction.

17

The successful buyer and/or bidder will be jointly and severally liable to pay Savills the administration fee referred to in the Important Notice to Prospective Buyers.

18

The auctioneer will accept no liability whatsoever for any bid not being made on behalf of the prospective buyer for any reason whatsoever. Prospective buyers will not hold Savills liable for any loss or claims relating to the remote bidding system.

# REMOTE BIDDING FORM

Savills Auctions, 33 Margaret Street, London, W1G 0JD

Please select method of bidding: Telephone  Proxy  Online  Internet Bidders only:   
Please choose a Personal Identification Number (4 digits)

## Please complete in BLOCK CAPITALS

Date of Auction: \_\_\_\_\_ Lot Number: \_\_\_\_\_

Property Address: \_\_\_\_\_

Maximum Proxy Bid Price: £ \_\_\_\_\_ Amount in Words \_\_\_\_\_

*(for telephone and online bidding please leave the Maximum Bid Price blank)*

Please enclose two cheques both made payable to **Savills (UK) Ltd** representing the following.

1. 10% deposit cheque duly completed and signed with the amount left blank (minimum deposit amount is £2,000 or as otherwise directed).
2. The administration fee is £1,000 including VAT on purchases of £20,000 and above and £250 including VAT for purchases below £20,000.

Please note that it is a requirement that you must provide **certified copies (signed and stamped by a professional person)** of documentation to confirm your name and residential address. Please refer to Auction Notices for details on the types of documentation we accept.

Please note that if you are unsuccessful with your bid all cheques will be destroyed unless otherwise instructed.

### Contract Details

**(Please complete in BLOCK CAPITALS)**

Full details of company or individual who is intended to be the owner of the property. This name will be entered on the Sale Memorandum and changes may not be made without the Seller's prior consent. References to 'nominees', 'associates' or similar are unacceptable.

Contract Name(s) \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Email \_\_\_\_\_

Telephone \_\_\_\_\_ Mobile \_\_\_\_\_

### Bidder's Details (if different from Contract Name)

Full Name \_\_\_\_\_

Address \_\_\_\_\_

\_\_\_\_\_ Postcode \_\_\_\_\_

Telephone \_\_\_\_\_

Mobile \_\_\_\_\_

Email \_\_\_\_\_

### Solicitor's Details

Company Name \_\_\_\_\_

For the Attention of \_\_\_\_\_

Address \_\_\_\_\_

Postcode \_\_\_\_\_

Telephone \_\_\_\_\_

### If telephone bid please indicate preferred number to contact

I hereby instruct and authorise Savills to bid on my behalf in accordance with the terms and conditions and I understand that should my bid be successful the offer will be binding upon me and that I will be legally bound jointly and separately with the intended Buyer (where the Buyer is different) by the applicable Conditions of Sale (as defined in the Terms and Conditions printed). If required, Savills will bid on my behalf taking my instruction in this respect on the telephone when the relevant lot is being sold at the auction. I authorise Savills to record such bidding and instructions in order to avoid any doubts or disputes.

Signature of Bidder, for and on behalf of the Bidder and the intended Buyer (if different)

Signature \_\_\_\_\_ Date \_\_\_\_\_

