

SW GUILD SHOW 2023 PLANT AUCTION GUIDELINES

General Auction Guidelines/Information

1. Auction items will consist of bromeliads and bromeliads-related items such as artwork, posters, ceramics, and books, only.
2. Plants donated for the auction should be of special interest or distinctive quality, or they should be rare or particularly fine specimens.
3. Plants must be of saleable quality, clean, and disease – and pest-free.
4. Plants must be clearly labeled.
5. There are two parts to the auction, a Live Auction, and a Silent Auction.
6. The Auction Committee will determine whether an item goes to the Live or Silent Auction.

Bidding

1. To make a bid in the Live Auction and/or Silent Auction, bidders must have a Bidder Number, which will be assigned either at registration or by the Cashiers on entry to Auction Saturday night.
2. Payment for winning bids must be made by cash, check, or credit card.

Live Auction

1. Live Auction items will be placed on tables separate from the Silent Auction items.
2. During the Live Auction, the auctioneer(s) will take bids from the floor for one item at a time.
3. All bids must be in round dollar amounts.
4. The auctioneer will state the plant's name and the donor, if known, describe the plant and give any appropriate horticultural information. Then the bidding on that item will begin.
5. Bidders will raise their Bidding Plates with Bidder number to place their Bid. The winning Bid will be recorded, and the Bidder will receive the item at their table.

Silent Auction

1. Silent Auction bromeliads and bromeliad-related items will be placed on tables separate from the Live Auction items.
2. Each Silent Auction item will have a Bid Sheet assigned to it.
3. To bid on a Silent Auction item, enter your name, assigned Bidder Number, and your bid amount on the next blank line available on the Bid Sheet.
4. The initial bid shall not be less than the minimum bid shown on the Bid Sheet.
5. All bids must be in round dollar amounts and clearly legible in the **required increase** amounts.
6. The last (i.e., highest) bid on a bid sheet will be the winning bid for the associated item. In the event of an illegible bid, the item will be awarded to the next highest bidder.
7. The winning bidder must be present when the winners are announced in order to purchase the item, or the item will be awarded to the next highest bidder.
8. The last call for bidding will be announced at least five minutes before each Silent Auction Table is closed.
9. When a Silent Auction Table is closed, the Auction Supervisor will collect the bid sheets, announce the winners, and the Bid Sheets will be recorded for the winner's total and handed to the winner to be paid at the end of the Auction.

Cashing Out

1. After the Auction is complete, a bidder will present his/her assigned Bidder Number Plate to a Cashier. The Cashier will total the Silent and Live Auction plant sales, which have been accumulated during the auction, for that bidder.