




PROXY BID HELP

We know there are times when you are unable to attend an upcoming auction. Proxy Bids allow you to bid without being there. Submitting a Proxy Bid form allows us to bid on your behalf for an item based on a pre-determined dollar amount you provide to us before the auction sale.

Prior to completing the form, please review our [Proxy Bid Policy](#) and standard [Terms and Conditions](#) of Sale.

To complete a Proxy Bid, you have a few options.

1. Each Auction has a Proxy Bid section under the '*Auction Details*' tab. There you can download the PDF Proxy Bid Form for that particular auction, follow the instructions to complete the form and fax it to our office at 416.962.9601.
2. To facilitate the process online follow these steps:
 - a) Simply go to the desired item(s) listed at the specific auction you would like to place a proxy bid on and click on the  [Add to proxy bid list](#) button. A Proxy Bid List for that auction will be automatically created. To view these click on the '*Proxy Bid List*' tab under the '*Featured Items*'. Any additional items you choose will also be added to it. The system will set up a separate Proxy Bid List for each auction.
 - b) Once you have finished choosing your desired items for a particular auction click on 'Generate Form'. A Proxy Bid Form for that auction will be automatically created for you.
 - c) To complete this online form enter all the information onto the form, fill in the highest bid you are willing to make per item, then click submit. You will then be able to review your Proxy Bid. After you have reviewed it you can then either submit your Proxy Bid online; or print it out, sign it and fax it to our office. Remember, the appropriate deposit must also be sent.
3. Alternatively, you may contact our office at 416.962.9600 and request a Proxy Bid Form. Please ensure you indicate the auction sale it is for.

Note: Please ensure you carefully review your Proxy Bid to ensure it is processed properly.

Should you require further clarification or have any questions contact our offices and our staff would be pleased to assist you. Thank you for taking the time to visit our site, please come again, as our auctions, appraisals and liquidations are updating continuously.