

# GTB



## Bidder Registration

### Notice to Applicants

To successfully register as a Bidder, applicants must complete and submit the Bidder Application package. Please allow 30 business days for the approval process, you will be notified in writing once your registration is approved or declined. If approved, you will receive a registered Bidder Number that you must present and keep on your person during all inspection sessions, along with an acceptable valid government issued photo I.D. (Real ID or US Passport) You are strongly urged to retain a copy of your application and all the agreements therein for future reference.

Please submit the bidder application forms to:

GTB  
Bidder Registration  
507 Southampton Rd.  
Westfield, MA 01085

# Bidders Registration Application Check List

Please initial in the space provided to indicate the submission of each item with the package. Please include this form with your application.

I have completed and attached the *Bidder Application Form*

\_\_\_\_\_

I have completed and attached the *Inspection & Terms & Conditions Agreement*

\_\_\_\_\_

I have completed and attached the *Bidding Terms & Conditions Agreement*

\_\_\_\_\_

I have completed and attached the *Award, Payment & Title Transfer Agreement*

\_\_\_\_\_

I have completed and attached the *Storage, Removal & Transportation Agreement*

\_\_\_\_\_

I have completed and attached the *Acknowledgement & Compliance Agreement*

\_\_\_\_\_

A Notary of the Public has signed and stamped where required upon each agreement

\_\_\_\_\_

I have attached a copy of my *Real ID or US Passport*

\_\_\_\_\_

# Bidder Application Form

*\* Denotes Required Fields*

Type of Registration * (circle one)	Individual	Company	Non-Profit
Name of Individual * completing application			
Company Name, if applicable			
Physical Address * (No PO Boxes)			
Mailing Address If different			
Phone *	(      )		
Fax	(      )		
Email Address *			
DOB *			
SSN *			
Dealers #, if applicable			
Tax Exempt #, if applicable			

**Please include copies of the following:**

Real ID or US Passport

Dealer's license (if applicable)

Tax Payer ID/FID/EIN (if applicable)

Tax Exempt Certificate (if applicable)

Please initial where indicated.

The Applicant warrants that he/she is not:

\_\_\_\_\_ (a) under 18 years of age;

\_\_\_\_\_ (b) an employee of an agency of the Federal Government (either as a civilian or as a member of the Armed Forces of the United States, including the Coast Guard, on active duty) prohibited by the regulations of that agency from purchasing property sold hereunder;

\_\_\_\_\_ (c) an agent or immediate member of the household of the employee in (b), above. For breach of this warranty, the Government/GTB shall have the right to annul this contract without liability

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the city/town and State of \_\_\_\_\_, in the county \_\_\_\_\_.

Signed: \_\_\_\_\_

My commission expires: \_\_\_\_\_

(Notary stamp here)

# Inspection Terms & Conditions Agreement

All property available for auction and subject to bidding may be viewed at [www.GTBAuctions.com](http://www.GTBAuctions.com).

Bidders are invited, urged and cautioned to inspect the property prior to submitting a bid. When available, specific inspection places, days and times will be posted on the web site. Inspection, when available, will ONLY be allowed at/on the specified places, days and times. All bidders must present a copy of their Bidder Acceptance letter/Registered Bidder Number and valid government issued photo I.D. (Real ID or US Passport) at inspections sessions.

The Bidder agrees to save GTB, the Government and the Inspection Site Owner(s) harmless from any and all actions, claims, debts, demands, judgments, liabilities, costs and attorneys' fees arising out of, claimed on account of, or in any manner predicated upon loss of or damage to property and injuries, illness or disabilities to or death of any and all persons whatsoever, including members of the general public, or to the property of any legal or political entity including State, local and interstate bodies, in any manner caused by or contributed to by the Bidder, its agents, servants, employees, or any person subject to its control while in, upon or about the inspection site.

Unless otherwise specifically provided for on the web site, all property listed therein is offered for sale "as is" and "where is". Unless otherwise specifically provided for on the web site, GTB and the Government makes no warranty, express or implied, as to the quantity, kind, character, quality, weight, size or description of any of the property, or its fitness for any use or purpose. No request for adjustment in price or for rescission of the sale will be considered. This is not a sale by sample.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the city  
and State of \_\_\_\_\_, in the county \_\_\_\_\_.

Signed: \_\_\_\_\_

My commission expires: \_\_\_\_\_

(Notary stamp here)

# Bidding Terms & Conditions

Telephonic, telegraphic, facsimile and electronic bids will not be accepted. All bids must be submitted on GTB BID SUBMITTAL forms, which can be obtained from the web site. One bid submittal form per vehicle, no exceptions. All bids must be submitted by the posted day/time specified on the website. Bids may be mailed to the address provided or submitted in person to GTB staff. \*\*\* GTB staff does not carry bid submittal forms with them, so be sure to supply yourself with adequate copies\*\*\*

A bid deposit in the amount of \$1000.00 must accompany each and every bid. Bids received without the required deposit will be considered non-responsive and will be rejected on that basis. Acceptable forms of deposit include Certified Check or Money Order made payable to GTB. Personal checks and/or cash will not be considered as an acceptable form of deposit and will be treated the same as bids submitted without the required bid deposit. All deposits will remain in the custody of GTB until award, at which time the successful Bidder's deposits will be applied to the purchase amount. The unsuccessful Bidder's deposit will be returned to the Bidder within 14 calendar days.

All bids must be received by GTB by the Proxy Bid Due Date and Time indicated for that specific item as posted on the web site. Bids received after the specified Bid Due Date and Time will be considered non-responsive and will be rejected on that basis. Bids may be modified or withdrawn by written notice provided they are received by GTB by the time and date set for the Bid Due Date as posted on the web site. Any bid, modification, or withdrawal received after the time set for the Bid Due Date will not be considered. In no event will bids or withdrawals be considered if delivered to GTB after the exact time and date set for the Bid Due Date. However, a modification which makes the terms of the otherwise successful bid more favorable to the Government will be considered at any time it is received prior to award and may be accepted.

**All bids are subject to a reserve amount set by the U.S. Government at the time of sale.**

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the city  
and State of \_\_\_\_\_, in the county \_\_\_\_\_.

Signed: \_\_\_\_\_

My commission expires: \_\_\_\_\_

(Notary stamp here)

# Award, Payment & Title Transfer Agreement

The successful Bidder will be notified in writing within (7) seven calendar days, via certified mail or FedEx, following the Bid Due Date if awarded. The \$1000.00 bid deposit will be applied to the total purchase price of the vehicle. Successful bidders are required to submit the remaining balance of the purchase price, less the \$1000.00 deposit, to GTB within (7) seven calendar days of award notification. Acceptable forms of payment include Certified Check or Bank Check made payable to GTB. Personal checks and/or cash will not be considered as an acceptable form of payment. Unless otherwise specifically provided for on the web site, title to the property sold hereunder shall vest in the Purchaser as and when full payment and removal is effected, and at no time prior.

On all motor vehicles requiring licensing by a State motor vehicle regulatory agency, a Certificate to Obtain Title (Standard Form 97), will be furnished for each vehicle unless otherwise specifically provided for on the web site. In instances that a Certificate or Title, other than the Standard Form 97, will be utilized for transfer purposes, announcement of such circumstances will be provided for on the web site.

GTB will provide the successful bidder with a point of contact at the storage facility to schedule a removal date. The Certificate, Title or Certificate to Obtain Title (Standard Form SF97) for the awarded vehicle will be transferred to the successful bidder upon removal of the property from the storage facility and at no time prior.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the city  
and State of \_\_\_\_\_, in the county \_\_\_\_\_.

Signed: \_\_\_\_\_

My commission expires: \_\_\_\_\_

(Notary stamp here)

# Storage, Removal & Transportation Agreement

The Successful Bidder is responsible for all storage, removal and transportation fees associated with the awarded property. At no time shall GTB or the Government be responsible for any costs incurred for storage, removal or transportation of awarded property.

Bidders are invited, urged and cautioned to research removal and transportation arrangements and associated costs prior to bidding. All property must be removed from the specified storage facility by 5:00 PM on the (10<sup>th</sup>) tenth calendar day following the receipt of award notice. Should the Successful Bidder fail to remove the property within the allotted time a \$30.00 per day storage fee will be assessed. Bidders will be solely responsible for all storage fees incurred as a direct or indirect result of the Bidders failure to remove the property.

Vehicles are not fit for public roadway use and must be towed from site. Vehicle drive-away will NOT be permitted.

Should the Purchaser fail to remove the property within (30) thirty calendar days following the receipt of award notice the property will be considered unclaimed and GTB reserves the right to annul the sale. The Purchaser will be refunded a sum equal to the original purchase amount paid, less any storage fees calculated at a rate of \$30.00 per day. Failure to remove the awarded property within thirty (30) calendar days following the receipt of award notice will result in permanent revocation of the Bidder's Registration and the ability to bid on future items available for auction.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the city  
and State of \_\_\_\_\_, in the county \_\_\_\_\_.

Signed: \_\_\_\_\_

My commission expires: \_\_\_\_\_

(Notary stamp here)

## Acknowledgement & Compliance Agreement

I certify under the pains and penalties of perjury that all information provided to GTB is true and accurate to the best of my knowledge. I understand that a bid may be rejected and that my bidder registration is subject to revocation if it is found at any time that false information was knowingly provided to GTB.

I certify that at any time a change occurs in the information given I will notify GTB in writing within (30) thirty calendar days of such a change taking place. I understand that a bid may be rejected and that my bidder registration is subject to permanent revocation for failure to notify GTB of any such changes in the information provided within the allotted time.

All registrations are good for one year from the date of approval only. All bidders are subject to a cross check of their information prior to approval. No bidder registrations will be issued to anyone debarred or on the Excluded Parties Lists System. Prior registrations will be considered void if the information given on the application changes without prior notification to GTB.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Signed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in the city  
and State of \_\_\_\_\_, in the county \_\_\_\_\_.

Signed: \_\_\_\_\_

My commission expires: \_\_\_\_\_

(Notary stamp here)