







## Auction Submission Procedure Checklist

- Assemble items to be sold at auction.
- Get approval from PWCC for all Multi-Item Group Lots & Memorabilia items.
- Print this form. Fill out the packing list section or attach separate sheet to this form.
- Place this form in box with submission and ship via preferred courier.
- Send an email with courier tracking to **cs@pwccmarketplace.com**.
- PWCC will confirm via email when the package arrives at our address. This email serves as a digital record of your submission, which is needed for insurance purposes. If you're a new auction client, the contact information on the front page of this form will be used to establish your account.
- Check the Member Dashboard on our website to view your listings a few days before the auction begins. The Member Dashboard will also be updated after the auction closes with the results and the proceeds owed.
- PWCC will issue your auction proceeds approximately 7-10 days after the entire auction has closed. PayPal cash advances (no fees) can also be issued upon request prior to final auction proceed payout.

We look forward to working with you! Contact us with any questions:



Brent Huigens

**cs@pwccmarketplace.com**

7560 SW Durham Rd.

Tigard, OR 97224

eBay ID: pwcc\_auctions

www.pwccmarketplace.com

(833) 333-PWCC (7922)

#### Legal Terms and Release of Liability

By sending in this submission form or any item(s) for auction, you agree as follows:

1. You have legal ownership and full rights and authority to sell the item(s) you are submitting.
2. You confirm that the item(s) have been removed from any registries, including the PSA Set Registry.
3. All statements you have made, including regarding the character, quantity, features, condition, authenticity, and history of the item(s) are accurate.
4. Once the item(s) is listed in the Member Dashboard you have a minimum of 24 hours to review the listing for accuracy prior to the auction launch, after which the review period closes. Once the review period is closed, you waive any right to object to the auction listing for your item(s)
5. PWCC has the exclusive right to sell the item(s) in the auction you specify or PWCC may elect, in its discretion, to list the item(s) in any other auction or remove the item(s) from an ongoing auction, with the goals of maximizing the sale price and ensuring the trust in the sale;
6. While the majority of transactions are completed, on very rare occasions, the buyer fails to remit payment. Should an item you submit go unpaid by the buyer, PWCC will relist in an upcoming auction. PWCC will not return items that go unpaid to the auction client.
7. You recognize that it is impossible for PWCC to accurately predict the ability to sell, selling price, or time of sale for any item(s);
8. YOU WILL INDEMNIFY, DEFEND, AND HOLD HARMLESS PWCC FROM AND AGAINST ANY AND ALL LOSS, DAMAGE, EXPENSE OR LIABILITY (INCLUDING WITHOUT LIMITATION COURT COSTS AND ATTORNEY FEES) ARISING OUT OF OR RELATED TO YOUR SUBMISSION TO PWCC;
9. If any dispute arises between us, you agree that it will be resolved according to Oregon law (without regard to conflicts of law principles) and that it will be resolved in the state or federal courts located in Portland, Oregon.