

Thank you for being a part of **Buffalo Arts Studio's Live on Five Mobile Art Auction!**
The auction **opens at 6:00 pm on Thursday, June 18** and **closes at 9:00 pm on Saturday, June 20.**

You should have received your bid number via email. If you have misplaced your bid number, you can log into the ClickBid software using this link <https://buffaloartsstudio.cbo.io> and your email address **ONCE THE AUCTION IS OPEN**. To **check-in**, you will need to enter your **cell phone number** and **credit card information** before you can start bidding. ALL credit card information entered will be stored securely and only charged if you are the winning bidder on an item(s).

Check-In Instructions

1. **Once the auction is open**, click on this link or enter <https://buffaloartsstudio.cbo.io> into your browser's address bar.
2. To get started, enter your **bid # or email address** into the Login area on your screen.

A LIVE MOBILE AUCTION & FUNDRAISER

JUNE 18-20 | WHEREVER YOU ARE



Welcome! Login Below.

Welcome to Live on Five Mobile Auction!

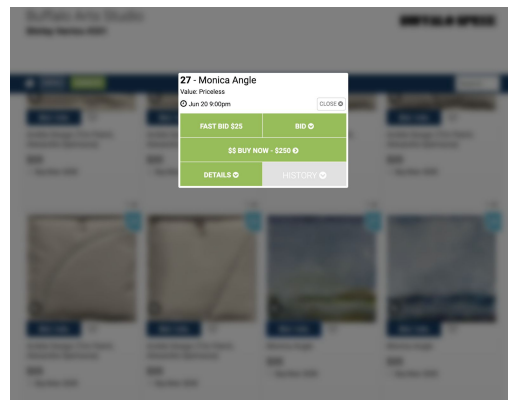
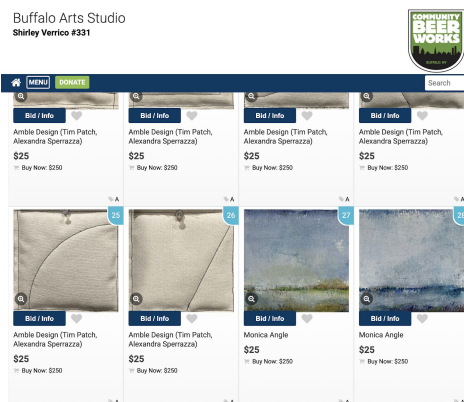
3. Next, confirm your name, email address and your mobile phone number. ClickBid will notify you when you have been outbid by **texting to your mobile phone number only**.
4. Input your **credit card number** and agree to the **ClickBid terms and conditions**.

How To Bid

1. You can scroll through all the art. It is displayed in alphabetical order by the artist's last name.
2. The top of your screen will help you search for artists, organize your favorites, and keep track of your bids.

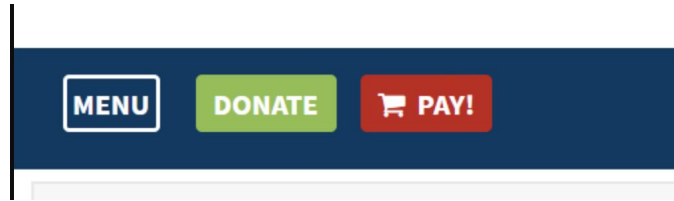


3. Tap on MENU where you can search for artists by last name in alphabetical categories
4. You can also type a name into the "search" box to find artists
5. Select the heart icon to mark favorites
6. To place a bid tap on the blue "Bid/Info" button. There you can place a bid, fast bid, set a maximum bid, or "buy now" for \$250 and guarantee it's yours or read details about items.



7. One you bid, you can quickly review those items in the MY ITEMS section on the menu

Checkout From Your Phone



1. You can securely donate, checkout, and pay from your phone with a credit card.
2. Once you have a checkout available, a red "Pay!" button will appear at the top of your bidding screen.
3. Tap the red "Pay!" button to proceed to checkout. For one checkout, wait until all auction items (silent, live, appeal) have closed.

All items will be available for **pick-up at Buffalo Arts Studio** during the following gallery hours:

- Tuesday, June 23, 12:00pm - 5:00 pm
- Wednesday, June 24, 1:00 pm-6:30 pm
- Thursday, June 25, 1:00 pm-6:30 pm
- Friday, June 26, 11:00am - 5:00 pm
- To schedule a pick-up day and time, please email shirley@buffaloartsstudio.org or call Buffalo Arts Studio at (716) 833-4450.
- **Buffalo Arts Studio** is located in **Tri-Main Center**, 2495 Main Street, Suite 500, Buffalo, NY 14214
- **Please note that masks are required in the Tri-Main building by Tri-Main management.**

If you have questions or concerns regarding your login, bidding, or check-out, please review the directions below, visit our website for video tutorials, or email curator Shirley Verrico at shirley@buffaloartsstudio.org.

Common Questions

- *I forgot my bidder #?*

Type your phone # or email address in the bidder # box. Tap GO. You also can tap on the "?" for help.

- *How do I remove a bid?*

Right after you place a bid, you have the option to "undo" on the confirmation banner at the top of the screen. Once this banner goes away, you will need to see an event volunteer that is using the butler to remove it.

- *I already selected "no" or replied "STOP" to the SMS text message alerts, not realizing that I wouldn't receive outbid notices. Can I fix it?*

Yes! Text "START" to 56651 to begin receiving these once again.

- *How do I place a Max Bid?*

To place a "max bid", tap on Bid/Info > BID/SET MAX > select the amount you are willing to spend on the item > SET MAX. The system will bid up to that amount for you automatically. You will be notified via text message if you are outbid on this item.

- *Buy Now*

Insure you win the art you select with the Buy Now button. The cost is \$250 per item.

- *Did I win?*

Once the auction has closed, you can look under MENU/MY ITEMS to view everything that you have won/purchased.