



DEALERSHIP INFORMATION:

Dealership Name: _____

Business Address: _____

City: _____ State: _____ Zip Code: _____

Mailing Address _____

Business Phone: (____) _____ Fax Number: (____) _____

Dealer License Number: _____ State _____

BUSINESS INFORMATION:

- ☐ Individual
- ☐ Partnership
- ☐ Corporation

OWNER INFORMATION:

Name of owner: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: (____) _____ Cell Phone: (____) _____

Driver's License # : _____ SSN: _____

Email: _____

SECOND OWNER INFORMATION:

Name of owner: _____

Home Address: _____

City: _____ State: _____ Zip Code: _____

Home Phone: (____) _____ Cell Phone: (____) _____

Driver's License # : _____ SSN: _____

Email: _____



AUTHORIZED EMPLOYEES:

Please add the reference below to this dealership's authorized representative list so that this representative is authorized to purchase and sell motor vehicles, or otherwise conduct business at Wichita's Auto Auction on behalf of this dealership, until such time as this dealership notifies Wichita's Auto Auction in writing of termination of this authorization.

The Dealership guarantees, per the Dealer Registration Guarantee, performance of all obligations and transactions of such authorized representative on its behalf including high-bid purchases, checks, defective titles and false or inaccurate odometer disclosure statements.

Dealership Name: _____

Authorized Employee #1: _____

Title: _____ Home Phone: (____) _____ Mobile: (____) _____

Driver's License Number: _____ SSN: _____

Signature of Employee: _____

Signature of Owner: _____

Authorized Employee #2: _____

Title: _____ Home Phone: (____) _____ Mobile: (____) _____

Driver's License Number: _____ SSN: _____

Signature of Employee: _____

Signature of Owner: _____

Subscribed and swore to before this ____ day of _____, 20____

Notary: _____ Commission Expires: _____



BANK INFORMATION

Bank Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

Bank Phone: (____) _____

Account Officer: _____

Account Number: _____

Preferred method of payment: ____Cash ____Check ____AFC ____ Floorplan Express

To Whom It May Concern:

Through this letter, I hereby give authorization to my financial institution to release information regarding my banking account to Wichita's Auto Auction. I agree to allow Wichita Auto Auction and its representatives to obtain credit information on my company, myself, and my employees to be used in processing my payments to them, by company check, and also in obtaining updates as deemed necessary by Wichita's Auto Auction. The original of this letter will be retained on file at Wichita's Auto Auction. Please, release this information for their confidential use, as required, until I notify you otherwise. Thank you for your cooperation regarding this request.

Signature of Account Holder: _____

Printed Name of Account Holder: _____

Date: _____



3820 S. Broadway
Wichita, Ks 67216
316 - 524 - 6154
Fax 316-262-6075
titleswichitaautoauction@gmail.com

DEALER REGISTRATION CHECKLIST

Thank you for your interest in Wichita's Auto Auction. You will find everything needed to register with our auction included in this packet. After we receive each of the below listed forms completed with all of the requested information, we will process your application as quickly as possible.

- ✓ Dealership Information
- ✓ Include Dealer's License & Bond
 - ✓ Authorized Employees
- ✓ Include driver's licenses for owner and all representatives
 - ✓ Copy of company check (if paying by check)
 - ✓ Signed terms and conditions
 - ✓ Title Delivery
 - ✓ Limited Power of Attorney
 - ✓ Bank Information



TITLE DELIVERY

To be sure that you receive your title(s) in a timely manner by your chosen method, there are now several delivery options from which to choose. Please choose the delivery option that you prefer from the list below. Your choice will become the default method by which all of your title(s) are delivered.

Your delivery options are:

- ☐ Pick Up (Recommended) - An authorized agent or myself will pick up title (s)
- ☐ First Class Mail (Not Recommended) – There is no cost for this option
- ☐ Certified Mail (Not Recommended) - There is a \$6.00 fee per packaged charged
- ☐ Overnight Delivery (Your account) – Please Indicate your account number and service used
 - Account Number _____ Company _____

Signature: _____ Date: _____

Printed Name: _____

Dealer Name: _____ Dealer Computer Number: _____

Delivery Address: _____

City: _____ State: _____ Zip Code: _____

Wichita's Auto Auction recommends that you always pick up titles whenever possible. If you pick up your titles, they cannot become lost in delivery.



TERMINATION OF AUTHORIZED EMPLOYEES

As Today's date _____ is no longer able to conduct business on behalf of the dealership.

Signature of owner: _____

Date: _____

Wichita's Auto Auction Employee: _____



AUCTION RULES:

- All dealers must be licensed by their state, and registered at this auction before doing business. Dealers should try to register in advance of sale day to expedite registration.
- Wichita's Auto Auction will issue bidder badges which will be used for admittance and all transactions.
- All units purchased must be test driven and paid for by the end of the business day.
- Buyer must pay for vehicles the day of sale. Checks will be held until title comes in. A single check written for multiple vehicles will be deposited that day.
- All titles submitted by seller must be in seller's company name.
- All transactions must clear through the office.
- No vehicle will be offered for sale that has an altered serial plate.
- Once a vehicle is registered it cannot be removed from the auction unless it has been offered for sale across the block.
- Buyer is responsible for verifying serial number, model, year, and mileage reading on all purchases before leaving sale. Seller is responsible to insure a vehicle is properly offered for sale at the block. The auction will not be responsible for administrative errors.
- It is the seller's obligation to correct any errors made by the auction as to be announced "conditions". It is the buyer's obligation to watch lights and listen to announced "conditions".
- The auction does not guarantee the year of any foreign car, house trailer, motor home, boat, boat motor, antique, dune buggy, or motorcycle. Satisfy yourself before settlement, as the auction will not become involved in any subsequent dispute.
- All cars must have a gate pass before leaving the premises.
- "IF" sales are binding on the buyer until end of sale of the day. After this time period "IF" sales may be turned down for any reason.
- "OUTSIDE SALES" – The auction will not become involved in any arbitration procedures or be responsible for any defects on units sold outside of the sale.
- The auction does not guarantee any warranty books or plates.
- Frame damage or frame damage repair must be announced at yellow light.
- No foreign titles accepted
- The auction reserves the right to void any transactions.
- The auction will require a seller to take back any vehicle with a documented odometer roll-back problem.
- Cars are left on the auction premises at owner's request and risk. The auction shall not be held responsible for loss of damage, even though the keys and car may be placed in the auction's custody for services which are made available to customers on these terms.
- Seller will be responsible for all charges (Buyer and Seller fees) if he/she knowingly misrepresents the car.



AUCTION RULES CONTINUED

LIGHT SYSTEM

Green Light – “Ride and Drive” – subject to all arbitration

Yellow Light – “Announced Exceptions” – Selling dealer must announce exceptions to the vehicle. All arbitration rules apply except the “announced exceptions” .

Red Light – “ As is” – sold with no arbitration except for announced frame damage, odometer problems, or non function air bags.

ARBITRATION POLICY

Subject to Arbitration-Day of Sale Only

- Frame damage or frame repairs must be announced. Frame damage or frame repair (not including frame damage resulting from normal use: scratches, scrapes, jack or lift marks, not resulting from an accident) must be reported to the auction within 3 days after purchase.
- Air Bags Deployed – Day of Sale Only – No arbitration for Air Bag Light
- Drive – trains on front wheel drive and four wheel drive.
- Any arbitration price adjustment eliminates arbitration for further mechanical defects.
- No arbitration on the following: Power accessories – computer control units, radios – stereo systems, cruise control, front ends, back lash, convertible tops, CV joints, air conditioning, or brake wear.
- Any units unsafe to drive is rejectable
- The auction will not be responsible for transportation or other expense on a returned vehicle
- Motor – Transmission – Rear End Noise
- Speedometer and odometer not working – Day of sale ONLY
- Cam Phasers on all Ford F Series.
- No arbitration Differential Noise on Chrysler Products.
- No arbitration Lifter Noise
- No arbitration Blow By or Oil Leaks on vehicles over 30,000



AUCTION RULES CONTINUED

ODOMETER POLICY

Sellers must announce from auction block the following:

- If odometer is not working properly
- If he/she has any knowledge that mileage on vehicle is different than mileage on odometer (not actual miles).
- Mileage in excess of mechanical limits
- Broken odometers, not actual miles, and mileage in excess on mechanical limits are specific conditions, and must be announced as separate conditions at the time of the sale as the condition warrants.
- Odometer readings must be in mileage, not kilometers
- Vehicles ten years or older – mileage is EXEMPT. The auction will not become involved in mileage disputes on exempt vehicles

I acknowledge that I have received and read the policies and rules of Wichita's Auto Auction. I, as a representative of my company, will adhere to these policies and rules.

The decision of the auction management shall be final in all disputes.

Owners Signature: _____

Date: _____



Form **W-9**
(Rev. December 2014)
Department of the Treasury
Internal Revenue Service

Request for Taxpayer Identification Number and Certification

**Give Form to the
requester. Do not
send to the IRS.**

Print or type
See Specific Instructions on page 2.

1 Name (as shown on your income tax return). Name is required on this line; do not leave this line blank.	
2 Business name/disregarded entity name, if different from above	
3 Check appropriate box for federal tax classification; check only one of the following seven boxes: <input type="checkbox"/> Individual/sole proprietor or single-member LLC <input type="checkbox"/> Limited liability company. Enter the tax classification (C=C corporation, S=S corporation, P=partnership) ▶ _____ Note. For a single-member LLC that is disregarded, do not check LLC; check the appropriate box in the line above for the tax classification of the single-member owner. <input type="checkbox"/> Other (see instructions) ▶ _____ <input type="checkbox"/> C Corporation <input type="checkbox"/> S Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Trust/estate	
4 Exemptions (codes apply only to certain entities, not individuals; see instructions on page 3): Exempt payee code (if any) _____ Exemption from FATCA reporting code (if any) _____ <small>(Applies to accounts maintained outside the U.S.)</small>	
5 Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
6 City, state, and ZIP code	
7 List account number(s) here (optional)	

Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on line 1 to avoid backup withholding. For individuals, this is generally your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

Note. If the account is in more than one name, see the instructions for line 1 and the chart on page 4 for guidelines on whose number to enter.

Social security number											
				-				-			
or											
Employer identification number											

Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me); and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding; and
3. I am a U.S. citizen or other U.S. person (defined below); and
4. The FATCA code(s) entered on this form (if any) indicating that I am exempt from FATCA reporting is correct.

Certification instructions. You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the certification, but you must provide your correct TIN. See the instructions on page 3.

**Sign
Here** Signature of
U.S. person ▶

Date ▶

General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

Future developments. Information about developments affecting Form W-9 (such as legislation enacted after we release it) is at www.irs.gov/fw9.

Purpose of Form

An individual or entity (Form W-9 requester) who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) which may be your social security number (SSN), individual taxpayer identification number (ITIN), adoption taxpayer identification number (ATIN), or employer identification number (EIN), to report on an information return the amount paid to you, or other amount reportable on an information return. Examples of information returns include, but are not limited to, the following:

- Form 1099-INT (interest earned or paid)
- Form 1099-DIV (dividends, including those from stocks or mutual funds)
- Form 1099-MISC (various types of income, prizes, awards, or gross proceeds)
- Form 1099-B (stock or mutual fund sales and certain other transactions by brokers)
- Form 1099-S (proceeds from real estate transactions)
- Form 1099-K (merchant card and third party network transactions)

- Form 1098 (home mortgage interest), 1098-E (student loan interest), 1098-T (tuition)
- Form 1099-C (canceled debt)
- Form 1099-A (acquisition or abandonment of secured property)

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN.

If you do not return Form W-9 to the requester with a TIN, you might be subject to backup withholding. See What is backup withholding? on page 2.

By signing the filled-out form, you:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income, and
4. Certify that FATCA code(s) entered on this form (if any) indicating that you are exempt from the FATCA reporting, is correct. See *What is FATCA reporting?* on page 2 for further information.



CONTACT PREFERENCE

Wichita's Auto Auction would like to send calls, text, or email notifications about upcoming sales events and auction information in order to serve our customers better and more efficiently. In order for us to contact you by voice calls / text / or email ; we must have your consent. When you consent, you are agreeing to receive periodic text and emails alerting you of upcoming auctions and sales events.

You may withdraw your consent at any time by calling us at the office.

- ☐ Wichita's Auto Auction MAY contact me directly to notify me about the upcoming sales events and auction information.
- ☐ Wichita's Auto Auction MAY NOT contact me directly to notify me about the upcoming sales event and auction information.

Print Name: _____

Name of Dealership: _____

Signature: _____

Phone: _____

Email Address: _____

Date: _____



FEES

sale price	buy fee		sale price	sale fee
\$1-2999	100		under 200	80
3000-4999	125		201-499	100
5000-9999	150		500-999	110
10000-13499	200		1000-1999	120
13500-15499	250		2000-2999	140
15500-17499	275		3000-3999	150
17500 and up	300		4000-4999	170
			5000-9999	190
			10000 and up	210

Post sale inspection: \$100.00

Free pickup and delivery within 20 miles