

## All Valley Dealer Auto Auction, Inc

### Registration Procedures if your company is not in Auction Access

Copies of the following documents will be required to complete registration

1. Copy of current Dealer's License (*must have current business address*)
2. Copy of Surety Bond (*must have current business address or bond Ryder*)
3. Sellers Permit (*must have current business address*)
4. Copy of Drivers License or State Issued ID
5. Must fill out W9 form for all individuals (*will be provided with application*)
6. An original completed A.V.D.A.A., Inc. application

All Corporations, LLC & Partnerships, you must provide (1-5) along with the following:

7. Articles of Incorporation (*along with minutes stating all officers*)
8. Employment Identification Number (EIN – *W9 form will also be filled out for Company*)

All Sales Representatives buying or selling must provide the following:

1. Drivers License or State Issued ID
2. Current Sales Person License
3. Must fill out and sign the following forms, W9 form, Authorization for Bidder Form, Auction Rules and Personal Guaranty

**\*All Franchised Dealers need to render letter of Authorization to buy and sell for all Representatives**

New registered Dealers will be on cash or cashiers check basis, however; per customers request we will review for check writing privileges after 90 days of registered date. We will review your Credit Report and 3 months of current bank statements to consider check writing privileges. Final approval will be made by Management.

\*If you are registered in Auction Access please provide us with account number so that we may verify your dealer information. All information in Auction Access must be current and all AVDAA Forms must be signed in person at AVDAA.

**Registration Fee of \$10.00 for all companies & \$5.00 Auction Access Card Fee**

**\*All original applications must be turned in to A.V.D.A.A., Inc. for final approval\***

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