



HOW TO BUY A VEHICLE AT AUCTION

**(It's easier than you may think)
AUCTION EVERY FRIDAY AT 8:30 AM**

RICHMOND AUTO AUCTION
3600 Deepwater Terminal Road
Richmond, VA 23234
Phone: (804) 232-7355
Fax: (804) 232-1818
www.RichmondAA.com
VAAL # 102

1. Check out our [vehicle list](#) at RichmondAA.com and read [RAA General Auction Policies](#).
2. Attend our pre-sale vehicle inspection on Thursday from 12:00 PM – 6:00 PM or at 8:00 am on auction day. This is also a good time to get your questions answered.
3. Carefully inspect vehicles you are interested in.
4. Arrive at the auction early. Doors open at 8:00 AM and the auction starts at 8:30 AM.
5. Get registered. [Public Bidder Registration](#) requires:
 - a. Driver's License.
 - b. Verification of \$500 deposit (in cash or money order). This deposit is required for each vehicle you plan to purchase and must be verified by auction staff prior to obtaining a bidder badge.
6. Once you registered obtain a bidder badge if you plan to bid on a vehicle. Place the badge on your chest so it is visible and may be easily seen at all times.
7. Decide on a price range you are willing to pay for the vehicle you want. Go online to [KellyBlue Book](#) at our Tech Center located in Main Office to check current prices of used vehicles.
8. Don't forget to add [buy fees](#) to your price when setting your budget.
9. Watch for your selected vehicle to be auctioned and listen to ALL announcements regarding the condition of the car and its sale. Vehicles run in numerical order in designated lane. Public lanes are A, B and C.
10. BID OBVIOUSLY; ask for assistance from auction staff if you do not understand anything.
11. If you have the winning bid:
 - a. Proceed to lower auction block.
 - b. Sign ALL paperwork.
 - c. Place \$500 Deposit towards your purchase.
12. If you purchased a Green Light vehicle you may test drive it before you pay the balance owed (but after you pay the deposit & sign your paper work). Only Green light vehicles can be test driven. Follow the exit signs to our check out area at rear of the yard for auction staff assistance.
13. Vehicles must be paid for, in full, by 4:00 PM the next business day following the auction.
14. Take receipt to the cashier located in main office. Our office closes at 5:00 PM.
15. When the vehicle is fully paid for you will be issued a "Gate Pass" that allows you to remove the vehicle. This must be done before 4:30 PM week days.
16. Temporary Transportation Tags can be obtained online on [DMV's Website](#) at RAA's Tech Center in the Main Office.
17. To avoid storage and late payment fees pay in full and remove your vehicle by 4:30 PM on the next business day after the auction.

GOOD LUCK AND HAPPY BIDDING!