



641 Joliet Street ● Dyer, Indiana 46311 ● Phone: 219-865-2361 ● Fax: 219-865-1987

To: **ALL NEW DEALER REGISTRANTS**

From: **DYER MANAGEMENT**

ALL VEHICLE PURCHASES WILL BE PAID FOR WITHIN 7 DAYS OF PURCHASE. CHECKS FOR TITLE ATTACHED VEHICLES WILL BE HELD UNTIL THE TITLE IS TURNED INTO THE AUCTION. ALL **WHOLESALE DEALERS ARE CASH ONLY AND CAN ONLY ADD TWO REPRESENTATIVES** TO THE AUCTION.

THESE ARE OUR POLICIES UNLESS OTHER ARRANGEMENTS ARE MADE WITH MANAGEMENT.

INSTRUCTIONS FOR REGISTRATION

Owner on Dealer License must sign all Documents.

1. Business Documents needed in Auction Access to register at Dyer Auto Auction:
 - A. **AUCTION ACCESS APPLICATION** (REQUIRED)
 - B. **DEALER LICENSE** (REQUIRED)
 - C. **STATE SALES TAX CERTIFICATE** (IF REQUIRED BY THE STATE OF LICENSE)
 - D. **DEALER BOND CERTIFICATE** (REQUIRED)
 - E. **DEALER LIABILITY INSURANCE CERTIFICATE** (REQUIRED)
 - F. **IRS W-9 FORM** (REQUIRED)
 - G. **EMPLOYER FEDERAL IDENTIFICATION NUMBER** (REQUIRED)

2. Individual Documents needed in Auction Access to register at Dyer Auto Auction:
 - A. **DEALER AUTHORIZATION FORM** (REQUIRED)
 - B. **INDIVIDUAL AUTHORIZATION FORM** (REQUIRED)
 - C. **VALID DRIVERS LICENSE, STATE I.D., OR PASSPORT** (REQUIRED)
 - D. **PICTURE IN AUCTION ACCESS** (REQUIRED)

****IF BUSINESS IN NOT IN AUCTION ACCESS****

You can download the documents needed for Auction Access and Dyer Auto Auction

www.dyerauction.com

www.auctionaccess.com

****OWNER** Will sign the **Dealer Authorization Form** for **EACH AGENT** on the account**

**** EACH AGENT** Will sign the **INDIVIDUAL AUTHORIZATION FORM****

Thank you for taking your valuable time to register with Dyer Auto Auction & Auction Access.

If you have any questions or concerns, please give us a call.