

#### Step. 1

Buyers can visit our official website ([www.sungari1995.com](http://www.sungari1995.com)) or WeChat Platform Platform to browse the catalogue of our upcoming sales and bidding procedures. Record your interested auction targets so that you never miss a sale.

#### Step. 2

Buyers should attend a pre-auction viewing to inspect the auction targets. To further understand the condition of the sales or to enquire related matters, please feel free to contact our staff.

★Reminder: Sungari International Auction Co., Ltd. provides no guarantee for the authenticity or the quality of the lots. We strongly advise that the bidders to inspect the lots personally on which they intend to bid before the auction by appraisal or other methods. Bidders shall judge the authenticity or the quality of the lots with their own approaches.

#### Step. 3

All bidders are required to register for the auction, make a bidding deposit and collect bidding placards. You will be asked to provide the following information:

Individual bidders: a government issued photo ID, passport or other eligible ID approved by People's Republic of China. In the case of absentee bid, a government issued photo ID of the bidder and the bidder's proxy, as well as an authorization letter are required.

Institutional bidders: the legal representative of the institution shall provide his/her government issued photo ID and a copy of the transcript of the entity's business license with official seal affixed. Should the registration be done by other person, an authorization letter from the legal representative of the institution (with signature of the legal representative and official seal affixed), a copy of the government issued photo ID of the legal representative and the original copy of the proxy's ID are required.

★ Should the proxy fail to provide the authorization letter from the bidder and approved by Sungari International Auction Co., Ltd., the proxy would be regarded as individual bidder.

#### Step. 4

Buyers can choose from these bidding methods: bidding in person or by absentee bid.

By absentee bid: the bidder can place a written absentee bid if he/she is unable to attend an auction. Telephone bid and Limit bid are two types of absentee bid.

1. Please download the absentee bid authorization form and fill it in with your personal information, the catalogue numbers and names of your bidding targets specified.

Telephone bid: please make sure to provide your telephone contact details.

Limit bid: mark down your maximum bid for every lot you wish to bid on (excluding commission).

Please sign on the authorization form after completion.

1. Please submit the authorization form via fax/email/courier/registered mail or submit in person, with a copy of the payment voucher of bidding deposit enclosed.

#### Step. 5

Buyers can participate in the auction in person or bid by absentee bid. The successful bidder of

the lot shall confirm and sign the “Purchase Confirmation/Auction Transcript” on site.

Step. 6

Present the signed “Purchase Confirmation/Auction Transcript” to the cashier centre and settle the payment (commission included).

Step. 7

After the payment is settled, please take the “Purchaser Payment Voucher (Bill of Lading)” to the warehouse and collect the lot.