

Auction Volunteers Needed!

- Runner
 - A runner completes the sales tag, brings items to the buyer, collects cash and returns change as needed, and turns the tickets into the auction table in a timely manner
 - Legible handwriting is a MUST
 - How to fill out a sales ticket:
 - Item: 3 seller letters followed by the item number on the bag
 - Price: Dollar amount stated by auctioneer once sold
 - Buyer: Write down buyer number or check cash box
 - If collecting cash, return to main registration table. Turn in ticket and cash to Rich. If change is needed ask Rich and he will give you cash to return to the buyer.
 - Buyer Initials: Have buyer initial this line if they're running a tab (not required if handing you cash)
 - Runner Initials: Your name or initials – this is so we can find you if we can't understand your writing
 - SEE EXAMPLE PICTURE WITH TICKET AND BAG AT THE END OF THIS DOCUMENT
 - Cash AS YOU GO buyers are not required to get a buyer number. If they intend to run a tab and still pay cash at the end, they must register
 - Good opportunity to view the auction tables and get up close views with the items being sold
 - Not required to run the entire auction and welcome to run when you're sick of sitting and sit when you want a break
 - Volunteer hours for those in need of high school/other service credit
 - Please confirm with Kristen for any forms needing signed prior to you begin running so I know what to watch for (hours, start/end time etc)
 - See Kristen (tie dye girl) for assistance
- Raffle Table
 - Sell raffle tickets and club merchandise
 - Ensure cash box is inaccessible and keep membership/raffle/merch money separate
 - Monitor table and answer questions
 - Assist Kristen with presenting items and checking winning tickets
- Greeter to Help with Buyer/Seller Forms

- Greet people new to the auction format
- Help buyers/sellers to complete accurate registration
- Help sellers appropriately label and number fish bags with seller ID codes
- Direct auction goers to the registration area
 - ID's will be scanned for all buyers running a tab
 - Cash as you go (meaning they are paying cash to the runner every time a bag is purchased) do not need to run a tab
- Kitchen
 - Someone to take money and pass out drinks OR food serving
 - Avoiding cross contamination
 - Elsie will guide make decisions on if, when and what assistance is needed

Runner Tab:

10/25/25, 1:16 PM

GAAS Auction Ticket

Runners: Write Big, Neat, and in Caps!

Item: KLK - 002

Price: \$ 9 . 00

Buyer # 1 or Cash []

Buyer's Initials: KK JB
(if using a Tab)

Runner's 1st name: KK
(in case we can't read your writing!)

KLK-002
Invisible Fish
Qty - 6
Kristen Kodish
330 867 5309

<https://mail.google.com/mail/u/0/#inbox/FMfmg:QhWwXKGJZqbtBLNwpQgbb7?projector=1&messagePartId=0.1>

Auction Registration:

Buyers

Fill out registration ONLY

GAAS Auction Registration Form			
3 your choice Only if selling		Leave Blank	
Seller Letters:	<u>ABC example</u>	Buyer Number:	<u> </u>
Number of Items: <u> </u> Actual number of items you're selling			
Name: <u>Jack Dempsey</u>			
Address: <u>123 River Street</u>			
City:	<u>Akron</u>	State	<u>OH</u> Zip <u>44333</u>
Phone:	<u>(330) 867-5309</u>	GAAS Member? Yes / No	
Club affiliation:		<u>ACA</u>	
email:	<u>guapote@AOL.com</u>		
Paid? Yes / No	Check #	Card	Cash

Sellers

Fill out registration

AND

return envelope

<u>ABC</u>
Jack Dempsey 123 River Street Akron, OH 44333

Seller only lines in blue