

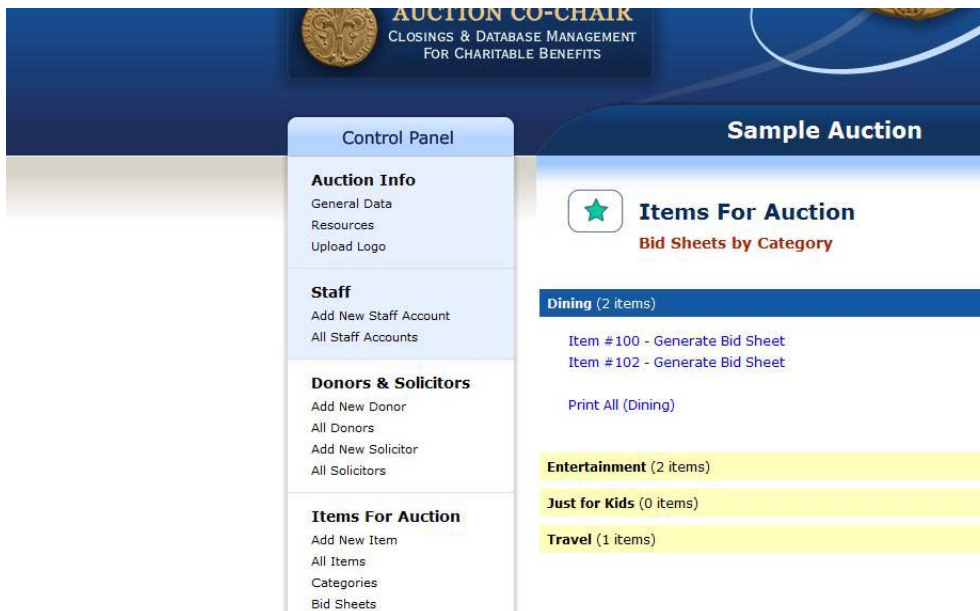
How to print bid sheets:

With Auction Co-Chair, printing bid sheets is simple.

On the left side of your screen you will see a link that reads “Bid Sheets.” Click this link. It will take you to a page that looks similar to this:



Clicking on any category name will open up that category for you to print all items in that category or just one specific bid sheet.



We suggest printing bid sheets on colored paper, with each category being a single color. Load the appropriate color paper and click print. That is it. It is as easy as that!