



# Terms & Conditions

## Exhibitor Agrees:

Upon Execution of this contract to pay the total cost of booth space. No space allocations will be made, nor will this contract be processed until payment is made for debts and obligations to the MAA that are in excess of 45 days due and owing. MAA reserves the right to offset any debt 45 days past due with payments received under this contract, and in the event such exhibitor fails to submit payment for such past due indebtedness and its proportional payment due and owing pertaining to the exhibit contract, MAA reserves the right to prohibit the exhibitor from participating in the MAA Annual Convention and if monies due are not fully paid in addition to the above referenced indebtedness 30 days prior to the opening of the Convention, the Association may, at its option, terminate and reassign this space to another exhibitor.

That the terms and conditions are hereby incorporated in and made a part of this contract, and shall be binding on the parties hereto.

As always, the MAA makes every attempt to increase traffic to your booth. Even if you are in an exhibitor room, please be sure to secure your items and take any valuables with you when you are not at your booth. By Exhibiting at the MAA Annual Convention you agree to hold harmless the Michigan Auctioneers Association and Radisson Hotel from any and all damages or destruction, including theft or mysterious disappearance to any and all equipment owned and/or leased by your group.

That MAA will have the right to make all space assignments in accordance with a first-come first-served rule. MAA reserves the right to shift space assignment after the contract has been signed if it is necessary.

That MAA will have the right of interpretation and approval of all matters pertaining to the contract, rules and regulations.

That NO Exhibitor shall reassign, sublet or share the whole or any part of exhibit space allotted to the contracting firm without the express written consent of the MAA.

That space will be considered cancelled by exhibitor upon the date that written notice of cancellation is received by MAA and refunds for cancelled space will be given as follows:

- \* If space is cancelled before December 1, 2015, MAA will refund 100% of the space less a \$25.00 processing fee.
- \* If space is cancelled before January 25, 2016, MAA will refund 50% of the space cost less a \$25.00 processing fee.
- \* If space is cancelled on January 25, 2016 or after, the MAA will Retain 100% of the space cost. No Refunds after January 25, 2016.

In the event the show is cancelled because of reasons beyond the control of the MAA, space fees already made will be returned to exhibitors on a pro rata basis, after all related Show expenses incurred by the MAA, through the date of cancellation, have been met and such refund shall be accepted by exhibitor in full settlement of all loss of damage suffered by exhibitor.

If, by reason of fire, hurricane, earthquake, or another cause or condition beyond the control of MAA, convention center becomes unavailable, exhibitor hereby authorizes MAA to assign to exhibitor, in lieu of the space described herein, such space, regardless of size of location, in such other buildings as MAA may be able to procure for the holding of such exhibition, regardless of the location thereof. Exhibitor shall use and occupy such substituted space at the same rent and under the same terms and conditions as are set forth in this contract, and MAA shall not be liable to the Exhibitor for any loss or damage suffered by exhibitor by reason of such unavoidable postponement and relocation of the Exhibitors.

## Exhibit Installation and Dismantling:

**Booth Setup:** Tuesday, February 16 3:00 PM - 5:00PM  
**Teardown:** Thursday, February 19 5:00 PM - 6:00 PM

## Exhibition Hours (Tentative):

Tuesday, February 16 6:00 PM – 10:00PM  
Wednesday, February 17 8:00 AM – 5:00PM  
(you may stay open later during the Auctioneer Championship if you like.)  
Thursday, February 18 8:00 AM – 5:00PM  
(Note: Times may change due to hotel setup and conference schedule.  
Check MAA Website for final times prior to travel)

## Standard Booth Equipment Provided:

Included in the price of each booth will be a 6 or 8 foot covered table & two chairs. Electrical and Internet needs may be ordered on the front page of this agreement. Exhibitor must provide their own electrical cords. Any additional requirements are the responsibility of the exhibitor. All other furnishings will be provided by the exhibitor at his/her own expense and responsibility. The Conference Center also has services and rentals available if needed. Contact the MAA for more info. Questions regarding rules and regulations of MAA exhibit policies should be directed to MAA.

## Box Delivery:

The customer is responsible for the arrangements and all expenses of shipping materials, merchandise, exhibits, or any other items to and from the Hotel. The Hotel is not responsible for damage or loss of any items left in the Hotel prior to or following any function. The Hotel accepts no responsibility for goods shipped to the Hotel prior to

scheduled functions or left after a function is completed. The Hotel will accept packages five working days prior to the function, but not between 11:00 a.m. and 1:00 p.m. daily. Parcels will not be accepted on pallets or skids, and the shipper will be responsible for the loading and unloading of packages into the Hotel. Hotel Packages must be marked appropriately with:

Attn: *Your Contact Name, Your Company*  
Michigan Auctioneers Conference  
Meeting Date: February 16-18, 2016  
C/O Amway Grand Plaza Hotel  
187 Monroe Ave NW  
Grand Rapids, MI 49503

Phone: 616-776-6400  
Reservations: 800-253-3590  
*Online Reservations will be available after Dec 1 at [www.findmichiganauctions.com](http://www.findmichiganauctions.com).*

\* The Hotel may request the customer obtain and pay for bonded security personnel when valuable merchandise or exhibits are displayed or held overnight in the Hotel. **There may be handling charges from the hotel. Please Contact the Amway Grand Plaza Hotel for any policies and handling charges.**

## Space Regulations:

All demonstrations, advertising and promotional activities of an exhibitor must be confined to the limits of the assigned exhibit space. No outside demonstrations, meetings, product, exhibits, displays or group product discussions may be conducted anywhere without the express written consent of the MAA. The distribution of magazines, newspapers and other literature outside the exhibitor's space is prohibited.

**Annoyance:** Exhibitors will take every reasonable precaution to minimize the noise of operating exhibits. In the event that any other exhibitor objects or protests to the noise level, the MAA shall reserve the right to require the exhibitor to cease operation of the exhibit or take measures to reduce the noise level. Exhibitors are prohibited from using objectionable amplify or special lighting equipment. MAA also reserves the right to require exhibitors (at exhibitor's expense) to change, alter, modify or remove all or part of its exhibit due to any objectionable odors emanating from the display booth.

**Floor safety:** MAA reserves the right to stop any product demonstration on the show floor which is determined by MAA to be a hazard or not consistent with the rules and regulations of MAA exhibit policies or disrupt the Show.

Photography, video production and/or graphic reproduction of other exhibitors' booths and products displayed therein is strictly prohibited. Serving of alcoholic beverages, beverages of any kind or food from exhibitors' booths is prohibited, unless approved by MAA.

All Exhibits are centrally located and surrounded by the Convention Activities (Sample Map Enclosed). Exhibit Locations will be assigned by the Michigan Auctioneers Association and may not be rearranged by the exhibitor.

**Care of Buildings & Equipment:** Exhibitors are cautioned that they are directly responsible for any damage to the convention center. Nothing may be affixed to any wall, ceiling or floor without express written permission from the Convention Center. Any damage to floors caused by leaking equipment will be the direct responsibility of the exhibitor. Skids must be used on all pieces of heavy equipment not on wheels. Bolts, fasteners or other projects on skids must be countersunk to avoid damage to the floor.

Exhibitor shall be fully responsible to pay for any and all damages to property owned by the Hotel, its owners or managers which results from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless the Hotel, its owners, managers, officers or directors, agents, employees, subsidiaries and affiliates from any damages or charges resulting from or arising from or out of the Exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of Exhibitor's occupancy and/or use of the exhibition premises, the Hotel or any part thereof. The Exhibitor understand that the Hotel and the MAA do not maintain insurance covering the Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain such insurance.

**Liability:** The exhibitor agrees to make no claim against the Michigan Auctioneers Association (MAA), its members, any related companies, its agents or employees for any injury to any exhibitors, his employees, agents or property or for any loss by fire, water, theft, damage, delay, mechanical failure, labor trouble or any cause whatsoever while exhibitors and merchandise are in transit, or within the exhibit hall, nor for any damage to his business, for failure to provide space in the exhibit hall, nor for any action of the Association, its members, or agents for failure to hold the Show as scheduled. The Michigan Auctioneers Association reserves the right to restrict, close and remove exhibits which because of noise, method of operation, uncooperative personnel, discord in advertising or for any other reason becomes objectionable to the overall conduct, success and high standards established by the MAA Conference. The exhibitor further agrees to indemnify and hold harmless the Michigan Auctioneers Association from any liability resulting from the acts of omissions of the exhibitor, its agents, servants or employees.

**Special Regulation:** The MAA is granted exempt status by the Internal Revenue service because of the nature of its activities. In order that our conference may be conducted within the rules and regulations stipulated by the IRS, it is imperative that each exhibitor understands and agrees to those rules. For a copy, contact the MAA Office.

# Michigan Auctioneers Conference

## February 16-18, 2016 \* Grand Rapids, Michigan

### Hotel Reservations & Location Information

**Amway Grand Plaza Hotel**  
187 Monroe NW  
Grand Rapids, MI 49503  
Phone: (800) 253-3590  
www.amwaygrand.com

#### **Guest Room Rates:**

**Single or Double Rooms \$114.00**  
*plus applicable taxes.*

For Reservations, Call (800) 253-3590 and identify yourself with the Michigan Auctioneers Association.

**Room Block Cutoff:** January 22, 2016

**Parking:** Complimentary SELF PARKING for registered overnight guests of the Michigan Auctioneers Conference. Valet Parking is subject to current rates (*currently \$29*). For attendees not staying overnight, please contact the MAA for other parking options.

**Check-In / Check-Out:** Guest Check in is 4:00 PM. Check out time is 11AM. Guests should request hotel policies, check in/check out times and any other required information directly from the Amway when making reservations. Early Departures and late checkouts may incur additional charges.

#### **Amway Grand Plaza Hotel**

The Amway Grand Hotel, considered the finest hotel in West Michigan, sits snuggled in downtown Grand Rapids – surrounded by art museums, stunning architecture, a lively music, sports and theater scene and arguably some of the best restaurants and the very best breweries in the entire country. Not to mention the incredible scene surrounding you before you even walk out of our doors.

#### **ROOMS WITH 682 ROOMS RANGING FROM HISTORIC TO CONTEMPORARY, MODEST TO MAGNIFICENT – YOUR ROOM IS READY**

Our warm, residentially styled guest rooms are designed with the modern-day traveler in mind – without sacrificing the traditional touches of luxury that make every room distinctively delightful.

The combination of all the little differences in a hotel add up to make a big difference in how you rate your stay.

A spectacular view, someone at the front desk who remembers your name more than a minute after you check in, plush sheets and fluffy pillows, a spotlessly clean room or just someone on staff who can point you to the best beer and burger spot in town. Those things are no longer certainties when you stay in a hotel, but when you're our guest, you can be certain we will give 110% to make sure your stay is as perfect and pleasant as possible. And that includes the little things too.

Guests of the Amway Grand Plaza can enjoy the following services:

- 24-hour in-room dining
- Nightly turndown service
- 24-hour business center (Additional fees may apply)
- Full-service concierge
- Daily newspaper available at the Bell Stand
- Safety deposit boxes
- Notary service
- Historic walking tour
- Complimentary wireless Internet in common areas and guest rooms
- Complimentary coffee service in lobby from 4:30am – 6:30am.
- 24-hour on-site security
- Luggage storage

There are a number of ways to upgrade your stay. Here are just a few suggestions:

- Parking: Valet and self-parking, as well as oversized vehicle parking
- Shoeshine services, available in the lobby
- Take a swim in our pool or a soak in the sauna
- Visit our on-site flower shop
- Treat yourself to a trip to our spa and salon
- Dine in one of our seven spectacular restaurants
- Ask our concierge for suggestion on dinner, drinks, sightseeing or nightlife, and find out why Grand Rapids has one of the fastest growing city centers in Michigan and, for that matter, anywhere in the Midwest.

#### **Street Address:**

187 Monroe Avenue NW, Grand Rapids, Michigan 49503

#### **Directions:**

#### **GPS Direction Input**

The hotel's motor lobby is located on:  
225 Pearl Street NW, Grand Rapids, Michigan 49503

#### **Distance To/From Airports**

The Amway Grand Plaza Hotel is conveniently located in the heart of the downtown Grand Rapids business and entertainment district. At the crossroads of both US-131 and I-196, the hotel is easily accessible and just a brief 18-minute drive from Gerald R. Ford International Airport.

#### **Airports (distances approximate):**

- Grand Rapids: 12.6 miles
- Detroit: 155 miles
- Chicago Midway: 178 miles
- Chicago O'Hare: 204 miles

# Michigan Auctioneers Conference

February 16-18, 2016 \* Grand Rapids, Michigan

**Goal:**  
**\$15,000**

**MAA Benefit Auction 2016**  
Wednesday, February 17, 2016 \* 7:30 PM

*Please Copy this Form as Needed for Multiple Items ~  
Please Use only one form per item.*

We are looking for donations from *all MAA Members* for this year's Fundraiser Auction!  
This Event isn't just *Fun* - proceeds from your generous donation will help the MAA provide such great programs and services. Please complete this form as soon as you can determine what you would like to donate to represent your Company.

Donations of *All Sizes* are welcome *and Needed!*

Fax or email this form in to the MAA early to help promote your item on the MAA Website!  
*(Please include a photo of the item for promotion)*

**Need Item Ideas?**

*Tickets to a Great Event!*

*Advertising!*

*Items you've seen sell  
with Enthusiasm!*

*Something You'd Like to Buy!*

*A valuable service by you  
or your company.*

*Hunting/Fishing Trips or  
Vacations!*

Donor Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

**Donation (Please Include Description & estimated value of item)**

Item: \_\_\_\_\_

Value (\$50 or more): \_\_\_\_\_

Please Check one:

- I Will Sell this as an Michigan Auctioneer Championship Contestant  
*(2 items required for preliminaries)*
- This is one of my items for the Ringman Championship
- The MAA Benefit Auction Committee may sell
- Non-Contestant - I will be ready and would like to sell

I will be unable to attend please accept my cash donation of: \_\_\_\_\_

I will be unable to attend please contact me by February 1 to pickup my donation!

**All items must be checked in by 11AM, February 17, 2016**

*The Committee will determine where all donations are placed throughout the event to  
maximize funds raised through your important donations.*

*Items brought in late will be at the end of the auction so get your item in EARLY!*

**Thank You for Your Support!**





# Michigan Auctioneers Conference

## February 16-18, 2016 \* Grand Rapids, Michigan

### Conference Sponsor Form

Be a Conference Sponsor! Promotional Opportunities!

Name: \_\_\_\_\_ Company: \_\_\_\_\_  
 Address: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Email: \_\_\_\_\_ Website: \_\_\_\_\_  
 Product/Service: \_\_\_\_\_

Enclosed is my check for \$ \_\_\_\_\_ My 1st, 2nd & 3rd choices are: 1. \_\_\_\_\_ 2. \_\_\_\_\_  
 Check # \_\_\_\_\_ 3. \_\_\_\_\_  MAA Can pick!

*There are multiple sponsorships available for event sponsorships. If you would like to check the availability of any particular category, call the MAA or log on to [www.msaa.org](http://www.msaa.org).*

#### Sponsorship Opportunities:

- |  |          |
|--|----------|
| 1. Drink/Snack Breaks                          | \$ 50.00 |
| 2. Advertising Awards                          | \$100.00 |
| 3. Conference Program Printing                 | \$100.00 |
| 4. Christian Breakfast                         | \$200.00 |
| 5. Opening Night Welcome Reception             | \$200.00 |
| 6. Breakfast with the Exhibitors (Continental) | \$200.00 |
| 7. Entertainment                               | \$200.00 |
| 8. Networking Luncheon                         | \$300.00 |
| 9. Vendor/Sponsor Recognition Luncheon         | \$300.00 |
| 10. Fun Auction/Championships                  | \$300.00 |
| 11. Presidents Banquet                         | \$300.00 |
| 12. Speaker Sponsorships start at \$200.00     |          |

*\*Each event has multiple sponsorship opportunities available.*

**Sponsorships are appreciated at any level!**  
**Diamond and Platinum level sponsorships come with PERKS! If you'd like more information about sponsoring on a higher level, call the MAA.**

#### BE A PREMIER SPONSOR!

This conference has some of the best, most highly sought after, and highest rated speakers available! ALL Sponsorships are needed and appreciated, but if you able to sponsor a higher level this year, you will be highlighted as a premier partner for the association! **There are also PERKS involved in being a DIAMOND or PLATINUM Sponsor...interested? Call the MAA at (616)785-8288 Today!**

*Just sign up for the type of event you would like to sponsor, or choose the MAA Pick option above!*

#### Sponsorship Levels:

- |                     |                 |
|---------------------|-----------------|
| * Silver Sponsors   | Up to \$199     |
| * Gold Sponsors     | \$200 - \$999   |
| * Diamond Sponsors  | \$1000 - \$2499 |
| * Platinum Sponsors | \$2500 & Up     |

**Other Sponsorships available including:** Official Conference Program Printing, Name Tag Lanyards, Overall Conference Sponsor, and more! Call the MAA for details.

#### Your contribution will be highlighted in the following ways:

1. Published in the *Michigan Auction Gavel*.
2. Published in the official Conference Program for those contributions received by **January 25, 2016**.
3. Company Contact info published on the Conference sponsor page on MAA's Web site. In Addition, if you have a Web site, MAA will provide a link from our conference sponsor page to your site.
4. Recognition at the MAA Conference.
5. Each sponsor and cosponsor will receive an attractive Certificate of Appreciation. Diamond & Platinum Sponsors also receive extra promotion! Contact the MAA for more info.

*Please return this form by  
 January 25, 2016 to:*

Michigan Auctioneers Association  
 4529 Gibbs NW  
 Grand Rapids, MI 49544

Ph: 616.785.8288  
 Fax: 616.447.3761  
 E-mail: [info@msaa.org](mailto:info@msaa.org)

**Log on today at [www.FindMichiganAuctions.com](http://www.FindMichiganAuctions.com)**

# Michigan Auctioneers Association Conferences!

## Why Attend Michigan Conferences?



### *Because we know how to treat Exhibitors!*

- Michigan Conference always have exhibitors placed in prominent, high traffic locations.
- We make every effort to get Auctioneers to your booth!
- We have Exhibitor Games to get attendees to your booth!
- We have Exhibitor/Sponsor Luncheon to recognize all exhibitors/sponsors & give you time on the mic in front of a captive audience!

## Upcoming Conferences:



### Midwest Auctioneers Roundup

**Highlights:** The Super Summer Slam Down Bid Calling Championship! Education, Fun & Networking. Multi State Event hosted by the popular Michigan Association! Michigan has always been a leader in the Auction Industry, always creating innovative new ways to get auctioneers involved and creating great events for networking with auctioneers!

Summer 2016!

Register at [www.MidwestAuctioneersRoundup.com](http://www.MidwestAuctioneersRoundup.com)

### MAA Annual Conference

**Highlights include:** Education, Trade Show, Michigan Auctioneer Championship, Michigan Ringman Championship, Fun Auction, Awards, President's Banquet & More!

February 16-18, 2016 \* Amway Grand Plaza Hotel, Grand Rapids, Michigan!

Register at [www.FindMichiganAuctions.com](http://www.FindMichiganAuctions.com)



*\*Exhibitors from the Michigan Auctioneers Annual Conference will get a coupon for a FREE booth at the Midwest Auctioneers Roundup!*

**Want to Register? Call the MAA Today!**

**(616) 785-8288**

[www.FindmichiganAuctions.com](http://www.FindmichiganAuctions.com)

[www.MidwestAuctioneersRoundup.com](http://www.MidwestAuctioneersRoundup.com)



# MAA Online Buyers Guide

***NEW! Website Banner Ads! Contact the MAA for More Info!***

***The MAA Buyer's Guide is great online promotion for your company!***

Company Name \_\_\_\_\_ Contact \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone \_\_\_\_\_ Fax \_\_\_\_\_

Email \_\_\_\_\_ Web Site \_\_\_\_\_

Area Served (Counties, States, Etc.) ? \_\_\_\_\_

Short Description \_\_\_\_\_

\_\_\_\_\_

\* Please Attach (CD) or Email Logo or 1 image you would like posted with your listing. For Email, send to info@msaa.org, Attention: Buyer's Guide Listing.

***\*Note: MAA Members will receive an upgraded bold listing \****

## **You may pick up to 5 categories below:**

- |   |   |
|---|---|
| <input type="checkbox"/> Advertising                      | <input type="checkbox"/> Legal/Financial                              |
| <input type="checkbox"/> Apparel & Merchandise            | <input type="checkbox"/> Mailing Services                             |
| <input type="checkbox"/> Auction Equipment                | <input type="checkbox"/> Management Companies                         |
| <input type="checkbox"/> Auction Schools                  | <input type="checkbox"/> Management Software                          |
| <input type="checkbox"/> Auction Software                 | <input type="checkbox"/> Marketing Materials                          |
| <input type="checkbox"/> Auction Supplies                 | <input type="checkbox"/> Merchandise Liquidations                     |
| <input type="checkbox"/> Audio Systems                    | <input type="checkbox"/> Mortgage Companies                           |
| <input type="checkbox"/> Automotive/Power Sports          | <input type="checkbox"/> MSAA Member Benefits                         |
| <input type="checkbox"/> Bond Companies                   | <input type="checkbox"/> Multimedia Services                          |
| <input type="checkbox"/> Brokerage Services               | <input type="checkbox"/> Online Auction                               |
| <input type="checkbox"/> Concessions/Caterers             | <input type="checkbox"/> Other  |
| <input type="checkbox"/> Consignment Services             | <input type="checkbox"/> Packing/Shipping/Moving                      |
| <input type="checkbox"/> Consultants                      | <input type="checkbox"/> Printers                                     |
| <input type="checkbox"/> Credit Card Processing           | <input type="checkbox"/> Publications/Directories/Reference Materials |
| <input type="checkbox"/> Education                        | <input type="checkbox"/> Rentals (Tents/Chairs/etc)                   |
| <input type="checkbox"/> Insurance Carriers               | <input type="checkbox"/> Signage                                      |
| <input type="checkbox"/> Internet "Live" Auction Services | <input type="checkbox"/> Title Companies                              |
| <input type="checkbox"/> Internet Audio Broadcasts        | <input type="checkbox"/> Trailers/Toppers                             |
| <input type="checkbox"/> Internet Services                | <input type="checkbox"/> Video Production Services                    |
| <input type="checkbox"/> Leasing Services                 | <input type="checkbox"/> Website Design/Hosting                       |

## **Payment Information:**

Listing fee is \$50 for the annual listing. Annual listings run from January - December of each year.

MAA USE ONLY Payment Received \$ \_\_\_\_\_ Date Received \_\_\_\_\_ Check # \_\_\_\_\_ Listing Expiration \_\_\_\_\_



# Michigan Auctioneers Association

## Advertising Reservation Form

*Advertising Opportunities & Rates (As of January 1, 2016)*



Company: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_  
 Bus. Phone: \_\_\_\_\_ Fax: \_\_\_\_\_  
 Contact Name: \_\_\_\_\_ Direct Ph: \_\_\_\_\_  
 Product and/or Service: \_\_\_\_\_  
 E-Mail: \_\_\_\_\_ Web Page \_\_\_\_\_

### **Michigan Auction Gavel**

*The MAA's National Award Winning Magazine*

**Deadlines:**

Spring Issue      February 10  
 Summer Issue    April 20  
 Fall Issue        August 1  
 Winter Issue     November 1

**Black and White Ads Only**

Size	Per Issue
Full Page.....	\$195
7" x 9" *Call for Availability	
1/2 Page.....	\$125
7" x 4.5" H	
1/4 Page.....	\$100
3.5" x 4.5"	
Bus. Card.....	\$45
3.5" x 2" H	
Back Page.....	\$250
7.5"W x 6"H *Call for Availability	

**Mechanical Requirements for the Michigan Auction Gavel:**

Electronic Ads preferable. Minimum 300dpi. Acceptable Windows file types: pdf, tif and eps. All ads must have fonts imbedded & meet minimum requirements. Ad design is available and will be billed separately.

**Section 1: Printed Advertising**

**Michigan Auction Gavel**  
**Distribution: All MSAA Members**  
**Issue Date(s): check all that apply**

- Spring     Summer     Fall     Winter
- 4 Issues (full year)
- Full Page.....Full Bleed or 7"W x 9"H
- 1/2 Page .....7"W x 4.5"H
- 1/4 Page.....3.5"W x 4.5"H
- Bus. Card .....3.5"W x 2"H
- Back Page .....7.5"Wx6"H

Ad Size \$ \_\_\_\_\_ x \_\_\_\_\_ (# of issues)=\$ \_\_\_\_\_

**Section 1 Total: \$ \_\_\_\_\_**

**Section 2: Online Magazine**

**eGavel**  
**Distribution: Michigan Auctioneers, MAA Members and Worldwide**  
**(The eGavel is also posted on the MAA website for 1 year!)**  
**Issue Date(s): check all that apply**

- Summer     Winter
- One size only .....3"h x 8.5"w

\$100 per issue x \_\_\_\_\_ =\$ \_\_\_\_\_

**Section 2 Total: \$ \_\_\_\_\_**

**Section 3: MAA Online Buyer's Guide**

**MAA Online Buyer's Guide**  
**Distribution: Worldwide**  
**Issue Date(s): check all that apply**

- \$50 per year (January - December)

*\*Attach Buyer's Guide Reservation Form with business information and search category choices.*

**Section 3 Total: \$ \_\_\_\_\_**



**Total Enclosed**

Payment by:     Check # \_\_\_\_\_  
 Credit Card (See below)

*\*Ads will not be processed without payment*

**To Purchase Your Advertising:**

*Please complete and return the Advertising Reservation Form along with your payment (U.S. Funds payable to the MSAA) to:*

**Michigan Auctioneers Association**  
**4529 Gibbs NW, Grand Rapids, MI 49544**

Ph: (616) 785-8288 Email: info@msaa.org

Web: www.FindMichiganAuctions.com

**Credit Card Payment Info. (Please fill in ALL Info)**

For Credit Card Verification, please give the billing address for this card.

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Name as it appears on Card \_\_\_\_\_

Circle Type:     MC     VISA     Discover

Card Number |\_\_\_\_\_| |\_\_\_\_\_| |\_\_\_\_\_| |\_\_\_\_\_| |\_\_\_\_\_| |\_\_\_\_\_| |\_\_\_\_\_| |\_\_\_\_\_|

Exp. Date (Required) \_\_\_\_\_ 3 digit code on back \_\_\_\_\_

Authorized Signature \_\_\_\_\_





# Michigan Auctioneers Association

## Membership Application



**TO APPLY FOR MEMBERSHIP IN THE MAA, CHOOSE ONE OF THESE APPLICATION METHODS:**

Complete this form, provide credit card information, then FAX to (616) 447-3761 *or* complete this form, then MAIL with check or money order to the Michigan Auctioneers Association, 4529 Gibbs NW, Grand Rapids, MI 49544. **Please fill out all sections.**

*Membership in MAA is open to individuals, not companies.*

**Membership Type & Eligibility (Check One)**

**Membership Investment \$120 (per year)**

- Active Membership** An active auctioneer that subscribes to the MAA Code of Ethics and embraces its Mission and Vision (see reverse). Only Active members hold voting rights in the MAA.
- Associate Membership** Employees of Active members who are not auctioneers or Auction related professionals representing the real estate, finance and legal industries.
- Vendor Membership** Individuals who are not auctioneers but who are involved in auction or auction related business with the purpose to provide goods and services to auctioneers and the public.

**Membership Information (Please Print or Type)**

Name \_\_\_\_\_ Nickname \_\_\_\_\_  
 Company \_\_\_\_\_ Address \_\_\_\_\_  
 City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_ County \_\_\_\_\_  
 E-Mail \_\_\_\_\_ Website \_\_\_\_\_  
 Birthdate \_\_\_/\_\_\_/\_\_\_  Male  Female Spouse \_\_\_\_\_  
 Number of Years as an Auctioneer \_\_\_\_\_  
 Auctioneer  Full Time  Part Time Name of auction school attended if applicable \_\_\_\_\_  
 Designations:  CAI  GPPA  AARE  GA Others: \_\_\_\_\_ Referred by or your Sponsor (Optional) \_\_\_\_\_  
 Other Associations you belong to:  NAA  Realtors Association  Other State Auctioneer Assns: \_\_\_\_\_  
 List some of the things you would like to have the Association do that would help you in the Auction Profession: \_\_\_\_\_

*With your membership you will receive:* Wallet Size ID, Michigan Auction Gavel Subscription, Lapel Pin for new members, Online Members Only Access, Access to Education, Membership Certificate, Access to Member Discount Programs & Much More!

**Payment Information**

**Credit Card Payment Info. (Please fill in ALL Info)**

For Credit Card Verification, please give the billing address for this card.  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
 Name as it appears on Card \_\_\_\_\_  
 Credit/Debit Card:  MC  VISA  Discover  
 Card Number [ ][ ][ ][ ] [ ][ ][ ][ ] [ ][ ][ ][ ] [ ][ ][ ][ ]  
 Exp. Date (Required) \_\_\_\_\_ 3 digit code on back \_\_\_\_\_  
 Authorized Signature \_\_\_\_\_

**Membership Investment \$120.00 (1 Year: 2016)**  
 **Membership Investment \$300.00 (3 Year: 2016 - 2018)**  
*Auctioneers joining for the very FIRST time may join for \$75.00 (for 2016).  
 \* Memberships are on a calendar year basis (Jan 1 - Dec 31)*

Credit/Debit (See left)  Check Enclosed (Ck# \_\_\_\_\_)

**Total Payment** \_\_\_\_\_ (U.S. Dollars drawn on U.S. Bank)

**Auction Specialties**

*It is recommended that you indicate your specialties. This information is available on the MAA Web site where the public is able to do a search by specialty. You may choose UP TO FIVE.*

- |   |  |  |  |
|---|--|--|--|
| <input type="checkbox"/> Antiques & Collectibles      | <input type="checkbox"/> Collector Cars & Vintage Equip. | <input type="checkbox"/> Intellectual Property       | <input type="checkbox"/> Office & Business Equipment |
| <input type="checkbox"/> Appraisal                    | <input type="checkbox"/> Computers & Electronics         | <input type="checkbox"/> Laboratory & Pharmaceutical | <input type="checkbox"/> Real Estate, Commercial     |
| <input type="checkbox"/> Art & Galleries              | <input type="checkbox"/> Estate & Personal Property      | <input type="checkbox"/> Liquidation                 | <input type="checkbox"/> Real Estate, Land           |
| <input type="checkbox"/> Automobiles & Transportation | <input type="checkbox"/> Farm & Ranch                    | <input type="checkbox"/> Logging & Forestry          | <input type="checkbox"/> Real Estate, Residential    |
| <input type="checkbox"/> Benefit & Charity            | <input type="checkbox"/> Government & Municipal          | <input type="checkbox"/> Media                       | <input type="checkbox"/> Restaurant & Food Industry  |
| <input type="checkbox"/> Business Liquidations        | <input type="checkbox"/> Heavy Equipment                 | <input type="checkbox"/> Miscellaneous               | <input type="checkbox"/> Trucks & Trailers           |
| <input type="checkbox"/> Carnivals & Amusement Parks  | <input type="checkbox"/> Industrial & Manufacturing      | <input type="checkbox"/> Numismatists                |  |

By completing and submitting this form, I hereby make application for membership in the Michigan Auctioneers Association. If accepted, I will abide by its by-laws, support its objectives, comply with the MAA's code of ethics and pay the established dues. Contributions or gifts to Michigan Auctioneers Association are not tax deductible as charitable contributions for income tax purposes. However, they may be tax deductible as ordinary and necessary business expenses subject to restrictions imposed as a result of association lobbying activities. Michigan Auctioneers Association estimates that the nondeductible portion of your dues paid this year - the portion which is allocable to lobbying - is 1%.



# MICHIGAN AUCTIONEERS ASSOCIATION

## ~ PROFESSIONAL CODE OF ETHICS ~



### **PREAMBLE**

The members of the Michigan Auctioneers Association (MAA), being responsible individuals, have an obligation to the Membership, Fellow Auctioneers and the General Public to live up to this MAA Code of Ethics.

Inasmuch as the Michigan Auctioneers Association (MAA) is the designated Michigan Professional organization for practicing Auctioneers of this State, it is necessary that the membership uphold a strong Code of Ethics to promote and further the goals of the Auction Profession. References to Michigan Auctioneers in this Code of Ethics are equally applicable.

### **ARTICLE 1**

The MAA AUCTIONEER should keep informed on matters affecting the Auction Profession in the community, state and nation so as to contribute responsibly to public thinking on such matters.

### **ARTICLE 2**

The MAA AUCTIONEER is Duty Bound, at all times, to abide by the Laws and Regulations governing the Auction Profession in all jurisdictions of practice.

### **ARTICLE 3**

The MAA AUCTIONEER should report any knowledge of ethical violations and improprieties of any MAA AUCTIONEER to the Chairman of the MAA Ethics Committee and participate in any investigations and disciplinary actions, when requested.

### **ARTICLE 4**

The MAA AUCTIONEER should seek no unfair advantage over other MAA AUCTIONEERS and should conduct business so as to avoid controversies with other MAA AUCTIONEERS.

### **ARTICLE 5**

In the best interests of society, associates, and ones own business, the MAA AUCTIONEER should willingly share with other MAA AUCTIONEERS the lessons of experience and study for the benefit of the public, and should be loyal to the Michigan Auctioneers Association and active in its work.

### **ARTICLE 6**

To ensure better service to the seller and prevent misunderstanding, the MAA AUCTIONEER should enter into written agreements which set forth the specific terms and conditions of the Auction and provide for the exclusive right to sell Real and/or Personal property.

### **ARTICLE 7**

The MAA AUCTIONEER pledges to protect and promote the interests of the client. This obligation of Absolute Fidelity to the client's interest is primary, but does NOT relieve the MAA AUCTIONEER of the obligation to treat fairly All parties to the transaction.

### **ARTICLE 8**

The MAA AUCTIONEER shall NOT accept compensation from more than One party, even if permitted by Law, without the full knowledge of ALL parties to the transaction.

### **ARTICLE 9**

The MAA AUCTIONEER shall avoid misrepresentation or concealment of pertinent facts. The MAA AUCTIONEER has an affirmative obligation to disclose adverse factors of personal knowledge.

### **ARTICLE 10**

The MAA AUCTIONEER shall NOT deny equal professional services

to any person for reasons of race, color, sex, sexual orientation, religion, age, familial status, national origin, ability or disability. The MAA AUCTIONEER shall NOT be a party to any plan or agreement to discriminate against a person or persons on the basis of race, color, sex, religion, age, familial status or national origin.

### **ARTICLE 11**

An MAA AUCTIONEER is expected to provide the highest level of competent services in those fields in which the MAA AUCTIONEER customarily engages.

### **ARTICLE 12**

If an MAA AUCTIONEER is charged with unethical practice, or is asked to present evidence in any disciplinary proceeding or investigation, that MAA AUCTIONEER shall Promptly place all pertinent facts and information before the Board.

### **ARTICLE 13**

When acting as an agent, the MAA AUCTIONEER shall NOT seek to make a profit on expenditures made on the behalf of THE principle-owner, without the principle's knowledge and consent.

### **ARTICLE 14**

The MAA AUCTIONEER shall NOT engage in activities that constitute the unauthorized practice of law and shall recommend that legal counsel be obtained when the interest of Any party to the transaction requires it.

### **ARTICLE 15**

The MAA AUCTIONEER shall maintain a separate designated account, in an appropriate financial institution, specifically for monies coming into the MAA AUCTIONEERS possession in Trust for other persons, such as escrow's, trust funds, clients monies and other like items.

### **ARTICLE 16**

The MAA AUCTIONEER shall be careful, at all times, to present a true picture in advertising and representations to the public. The MAA AUCTIONEER shall neither advertise without disclosing their name nor permit any associate to use individual names or telephone numbers unless such person's connection with the MAA AUCTIONEER is obvious in the advertisement.

### **ARTICLE 17**

The MAA AUCTIONEER, for the protection of ALL parties, shall ensure that financial obligations and commitments regarding Auction transactions are in writing, expressing the exact agreement of the parties. A copy of the agreement shall be furnished to each party.

### **ARTICLE 18**

The MAA AUCTIONEER shall NOT engage in any practice, or take any action, consistent with the agency of another MAA AUCTIONEER.

### **ARTICLE 19**

The MAA AUCTIONEER shall NOT publicly disparage the business practice of a competitor nor volunteer an opinion of a competitor's transaction. If an opinion is sought, and if the MAA AUCTIONEER deems it appropriate to respond, such opinion shall be rendered with Strict Professional Integrity and Courtesy.

### **ARTICLE 20**

The MAA AUCTIONEER shall NOT directly or indirectly solicit the hiring of an employee(s) of another MAA AUCTIONEER without Prior consent of said MAA AUCTIONEER.

*\* As Amended, August 11, 2014*