

## **PROFESSIONAL SERVICES AGREEMENT/CONTRACT FOR ONLINE AUCTIONEERING SERVICES**

**Rene' Bates Auctioneers, Inc. (hereinafter referred to as RBAI) proposes to conduct Online Auctions for the Wise County Sheriff's Office, Texas on an as needed basis under the following terms and conditions:**

### **Rene' Bates Auctioneers, Inc.'s Responsibilities:**

1. Conduct online auctions for the Wise County Sheriff's Office, Texas at their request.
2. Gather information on all auction items to be sold including completing Vehicle & Information Sheets on all vehicles and equipment.
3. Take digital photographs of all auction items.
4. Set starting prices for each online auction item or coordinate with your designee to set starting prices for each online auction item, if so desired.
5. Post all online auction information on [www.renebates.com](http://www.renebates.com).
6. Conduct and monitor auction items for approximately two weeks prior to the closing date of each online auction conducted.
7. Advertise your online auction, as necessary, through our normal channels such as, but not limited to, newspapers, trade journals and print brochures.
8. Generate and send a minimum of two email blast notices to our entire database when your auction has been posted.
9. Invoice all successful bidders once your auction has closed.
10. Collect all auction proceeds including any applicable sales tax from successful bidder.
11. Generate paid receipts to buyer with a copy to your approved distribution list.
12. Balance all auction payments received with actual sales results.
13. Remit all monies, less commission and sales tax, to your designee.
14. Remit all sales tax collected to the State of Texas.
15. Maintain all documentation for exemptions, resale certificates and export certifications for sales tax for the State of Texas.
16. Maintain records of all your auctions.

**The Wise County Sheriff's Office, Texas' Responsibilities:**

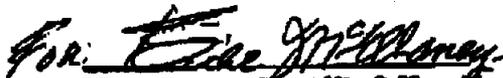
1. Provide list of all items to be sold to RBAI designee.
2. Conduct onsite viewing of all auction items before the closing of each online auction for bidders to come and physically inspect auction items.
3. Contact local news media for Public Service Announcement informing bidders of upcoming online auction and handle all legal advertising as required by the Wise County Sheriff's Office, Texas. Provide link from your website to [www.renebates.com](http://www.renebates.com) to direct potential buyers to your auction.
4. Transfer all titles to successful buyers after the Wise County Sheriff's Office, Texas has received an electronic "PAID" receipt from Rene' Bates Auctioneers, Inc.
5. Oversees removal and checkout of all paid auction items.

Rene' Bates Auctioneers, Inc. proposes to conduct Online Auctions for the Wise County Sheriff's Office, Texas for (10%) of all Abandoned Vehicles and (10%) of all miscellaneous items. These auctions will be conducted on an as needed basis for the Wise County Sheriff's Office, Texas.

  
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Rene' Bates Auctioneers, Inc.

Sheryl Bates  
President

Date: 7.27.09

For:   
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Wise County Sheriff's Office, Texas

Eric McManey  
Judge

Date: 07/27/09