



Central Services

85 Leighton Rd
95 State House Station
Augusta, ME 04333

Tel.: (207) 287-2923 Fax: (207) 287-3640

4-2-2013

Official Notice of Policy Change

Subject: Donee Purchasing of Auction items after the Donee Auction/Silent Bids

Effective immediately, the State of Maine will no longer allow the purchasing of any auction item by a donee after the date of the Donee viewing and Donee Auction. The change is being made to reduce staff and advertising costs associated with preparation for the auction.

Donees will be allowed to send in a silent bid submitted on their organizations letterhead. The bid must be received by 2:00pm on the day of the Donee viewing and Donee auction. Bids can be submitted three ways; 1) dropped off at State Surplus Property during open hours. 2) Mailed in, bids must be mailed to: Surplus Property, 95 State House Station Augusta, ME 04333-0095. The envelope must be marked on the outside "BID ENCLOSED". 3) Faxed to 207-287-3640. Central Services strongly encourages mailing in bids that can be tracked. The bid must include that the donee is willing to pay the asking price and must specify highest amount willing to pay price in case two or more parties are interested in the same item. The bid must be signed by an authorized purchaser for the donee. The donee will be required to pay any amount they have submitted and pick up the item within 5 business days after the donee auction. If they do not pick up the item it will be forfeited back to the State of Maine. The item will be offered to any other donee(s) that had bid on that item at the winning price. If the other donee(s) do not want the item it will be sold in the next Public Auction.

A handwritten signature in black ink, appearing to read "H. Chip Jones".

Harold Chip Jones

Central Services Manager



Central Services

85 Leighton Rd
95 State House Station
Augusta, ME 04333
Tel.: (207) 287-2923 Fax: (207) 287-3640

4-2-2013

Official Notice of Policy Change

Subject: Surplus Property Public Viewing Time Change

Effective May 24, 2013, Public Viewing of Surplus Property will be from 8:00AM to 10:00AM the day before the public sale.

The current Public Viewing times from 8:00AM to 12:00PM the day before the Public Sale will change to 8:00AM to 10:00AM the day before the Public Sale. No person from the public will be allowed on the sales floor at any time other than the public viewing and during public sale unless they are doing separate business with the State of Maine.

A handwritten signature in black ink, appearing to read 'H. Jones'.

Harold Chip Jones

Central Services Manager