

8 SIMPLE STEPS to online car auction SUCCESS

PLACE BID

- 1 Click on 'Find cars' to pinpoint interesting vehicles and save your search for later use and e-mail alerts.
- 2 Place bids on interesting vehicles. But remember: every bid is binding.
- 3 Check 'Very important country information' and 'Extra guidelines seller'.



WIN AUCTION

- 1 Place the highest bid and win the auction.
- 2 Use stepwise bidding (bid agent): it makes placing bids easier and more efficient for you.



SELLER ACCEPTS OR DECLINES

- 1 When the auction finishes, the seller has 48 hours (2 working days) to either accept or decline your bid.
- 2 If the seller accepts, the vehicle is assigned to you. To increase your chances, always place a quality bid in step 2.



CONFIRM WITHIN 24H

- 1 Confirm the vehicle in MyCOTW within 24 hours of assignment. The total price is provided.
- 2 Choose your transport option.



PAY WITHIN 48H

- 1 Pay the vehicle within 48 hours of confirmation.
- 2 COTW prepares the vehicle for pickup after the payment is received.
- 3 Check 'Very important country information' and 'Extra guidelines seller' on the car detail page to see the expected release of the vehicle and its documents.

READY FOR PICKUP

Download the Pickup Authorization (PuA) in MyCOTW when the vehicle is ready for pickup. In case of:

- 1 PICKUP BY YOU: Bring the COTW PuA, the Seller PuA (if provided), the Certificate of Delivery (CoD) and the damage report to the pickup location. Use the damage report to check if the vehicle is in the described condition. Don't forget to have the CoD stamped by the pickup location!
- 2 PICKUP AND DELIVERY BY YOUR TRANSPORT COMPANY: Provide the transport company with the COTW PuA, the Seller PuA (if provided) and the damage report. The transport company will bring these documents and a CMR to the pick-up location. The driver needs to fill out the CMR and have it stamped by the pickup location.
- 3 PICKUP AND DELIVERY BY COTW: COTW provides all necessary documents.

UPLOAD AND RECEIVE DOCS

- 1 Upload the stamped and filled out CMR or CoD (with a copy of the ID of your driver) via MyCOTW, after delivery. This procedure is required for VAT and export regulation reasons.
- 2 COTW sends the vehicle documents by courier. Find the tracking number of this shipment in MyCOTW > My Logistics.



CONFIRM RECEIPT

- 1 Confirm your receipt of the vehicle documents via: MyCOTW > My purchases > Docs at buyer.
- 2 From now on you will be able to find all information, invoices etc. of your vehicle under 'My purchase history' in MyCOTW.

