



## Panel Authority Auction Quick Reference Guide

### Location and Key Points of Contact:

#### **Equipment Address:**

24121 West Theodore Street, Unit 1A  
Plainfield, IL 60586

#### **Removal of Equipment Points of Contact:**

Brian Clettenberg  
Direct: (847) 729-3380  
Cell: (219) 765-0443  
Email: [BrianC@Winternitz.com](mailto:BrianC@Winternitz.com)

#### **Questions Regarding the Auction or Payment:**

Brian Clettenberg  
Direct: (847) 729-3380  
Cell: (219) 765-0443  
Email: [BrianC@Winternitz.com](mailto:BrianC@Winternitz.com)

#### **BidSpotter Contact Information:**

Toll Free: (866) 597-2437  
Email: [support@bidspotter.com](mailto:support@bidspotter.com)

### Payment Information:

- You must pay your Invoice IN FULL within 48-Hours after Sale, prior to removing any of your items.
- **PAYMENTS ARE NOT ACCEPTED AT THE AUCTION SITE.** Please be sure to complete your payment prior to making removal arrangements.
- Visa, MasterCard, and American Express credit card payments are acceptable ONLY for invoices up to \$10,000
- Wire Transfer Instructions are included as an attachment in your Invoice email.
- Please send your confirmation to Brian Clettenberg and be sure to reference your Invoice Number

### Lot Removal Schedule:

#### **Removal Dates:**

Monday through Friday, April 22<sup>nd</sup> – May 7<sup>th</sup> 2021

The Last Day for Removal is May 7<sup>th</sup> 2021, No Exceptions!

#### **Removal Times:**

8:00 am - 4:00 pm, **BY APPOINTMENT ONLY**  
Please contact Brian Clettenberg to Set-Up an appointment.

### Removal and Machinery Mover Information:

- Certificates of Insurance are required for **ALL PARTIES** who will be using any sort of mechanized equipment (including forklifts) to remove their lots, prior to entry of the facility and removal of assets.
- Auctioneer, Seller & Landlord are required to be listed as “Additionally Insured” on COI’s
- For insurance coverage requirements and Machinery Mover suggestions, please refer to the Machinery Mover Information sheet that you received with your Invoice

### Freight Broker Suggestions:

If you are in need of freight quotes for your lots (**pallet size or larger**), Winternitz Industrial Auctioneers has an excellent relationship with R&K Logistics. **You must be prepared to have a Machinery Mover load your items for you.**

#### **R&K Logistics**

Gabriel Regnas

Office: (847) 640-7402

Email: [Gabriel@RKLogistics.net](mailto:Gabriel@RKLogistics.net)