## Partners in Caring

## Annual Christmas Basket Auction



## Where: South Lobby (baskets may be viewed online)

When: Wednesday, December 7<sup>th</sup> 8am – 5pm

Time: 8am – 5pm (bidding ends *promptly* at 5pm)

In order to participate in the auction, you must create a login using only your Riverside email address.

- Create your login on the **auction site below**.
- Click on "View All Items."
- At the top of the page, in the yellow bar, click on "create an account" to participate.
- Fill in the informational fields. **ONLY RIVERSIDE EMAILS WILL BE ACCEPTED.**
- Create a password for 32 Auctions Account.
- After completing fields click on "create account".
- You will be sent an email where you will click on "finish the process."
- You may get a red security pop up from Riverside Security, it is safe to proceed. You will get emails from 32 Auctions related to your account and bidding. These are safe emails to open.
- Once you have created your account and the auction has begun, you may begin bidding.

You may create a login prior to the auction, but bidding will not begin until Wednesday, Dec. 7<sup>th</sup> at 8 a.m.

Bidding ends promptly at 5 p.m. on Wednesday, Dec 7th