Tax Foreclosure Auction – Frequently Asked Questions

Do I need an account to bid?

Yes. You must be a member of our website to participate in any real estate auction.
If you don't already have an account, you'll need to create one before you can register or bid.
Pick a "Member ID" you don't mind showing on the website — it will identify you as a bidder.

What happens when I click "Register for Auction"?

When you click the "Register for Auction" button on NYSAuctions.com, you are starting the registration process to bid online.

Registering lets us know you are interested, but registration alone does not approve you to bid. There are a few more steps that must be completed before approval.

First time here? Just create an account, then register for any auction you'd like to participate in.

Do I have to register for each auction?

Yes. You must register separately for each auction you want to participate in, even if you have bid with us before.

What happens after I register?

After you register, you'll receive an email from **customerservice@absoluteauctionrealty.com.**

This email will include a link to a Google form that must be completed in full. This form allows you to tell us if you are bidding as a corporation or if you want an additional person added to your deed. Remember, how you fill out your information here follows thru to the recording of the deed. No changes can be made after your Internet Bidding Packet has been submitted.

Why do I need to complete the Google form?

The Google form provides us with the information needed to prepare your auction paperwork.

If you indicate that more than one person will be on the deed, we must have:

- **Each person's full legal name**

- **Each person's email address**

What is DocuSign and who will it come from?

Once we receive your completed Google form (and any missing information), we'll prepare your documents and send them through DocuSign.

The DocuSign email will come from: JenniferGableman@DocuSign.com

Important things to know about DocuSign:

- Each signer completes their own portion of the documents

- Signers cannot see each other's responses

- When all signatures are complete, DocuSign sends one combined document back to us

---

When can I start bidding?

After all required forms and signatures are completed, you'll be able to bid **when the auction opens.** Your account will show "Yes" at that time. Most auctions open on Monday or Tuesday of auction week.

Where can I learn more before bidding?

We strongly encourage all bidders—especially new buyers—to review the educational resources available on our website:

- **Frequently Asked Questions:**
  https://www.nysauctions.com/faq.html

- **Due Diligence Information:**
  https://www.nysauctions.com/duediligence.html

- **"Auction Hour" Educational Webinar Series:**
  https://aarauctions.com/auction-hour-resources/

These resources explain the auction process, buyer responsibilities, and important things to review before bidding.

Required deposit?

How do I know how much my auction day deposit will be?

Inside each property listing (called a lot), you will see a [Down Payment Calculator](#).

- **Use this [calculator](#) to estimate how much your deposit will be for the auction.**

- **Most bidders already have a price in mind for what they think they might bid.**

- **The [calculator](#) helps you plan ahead.**

When do I pay the deposit?

- A **deposit is required immediately when your lot closes for bidding** if you are the winning bidder. We will charge the card in your Internet Bidding Packet unless you sent guaranteed funds ahead of time.

- Guaranteed funds deposits must be paid **by bank check, money order, or cash, made payable to the municipality**, and arrive to our office **BEFORE** the auction opens for bidding.

Can I pay with guaranteed funds? Yes, but you must send a bank check, money order, or cash to our office. Checks are made payable to the Municipality based on the auction's terms.

You can send your guaranteed funds **the week prior to the auction** to either address:

- **45 South Ave, Pleasant Valley, NY 12569 (FEDEX/UPS)**
  or

- **POB 1739, Pleasant Valley, NY 12569 (USPS)**

What if I send too much?

That's okay!

If your deposit is more than required, the extra amount will be:

- **Applied to your final payment**

- **Used to lower what you owe at closing**

- **And if it's still too much, the municipality will send you a check for the overage.**

Nothing is lost.

What if I don't send enough?

If your deposit is less than required:

- **We will use the credit card on file in your Internet Bidding Packet (IBP) account to cover the difference**

- **This will change the buyer's premium to move to the higher percentage**

IMPORTANT DEPOSIT INFORMATION

- A **deposit is required immediately when your lot closes for bidding** if you are the winning bidder. We will charge the card in your Internet Bidding Packet unless you sent guaranteed funds ahead of time.

- Use the **Down Payment Calculator in each lot** to estimate your deposit amount before bidding.

- Guaranteed funds deposits must be paid **by bank check, money order, or cash, made payable to the municipality**, and arrive to our office **BEFORE** the auction opens for bidding.

You can send your guaranteed funds the week prior to the auction to either address:

45 South Ave, Pleasant Valley, NY 12569 (FEDEX/UPS)
or

POB 1739, Pleasant Valley, NY 12569 (USPS)

- If you send more than required, the **extra amount will be applied to your final payment** and reduce your closing costs.

- If your deposit is **less than required, the credit card on file in your Internet Bidding Packet (IBP) account will be charged for the difference, and the buyer's premium will move to the higher percentage.**

Need Help?

If you have questions at any point in the process, we're happy to help.
Please contact our customer service team at **info@aarauctions.com** and we'll walk you through the next steps.