

**Government Surplus Auction  
Agreement & Scope of Services**



<b>Government Agency</b>	<b>Selling Agent</b>
Montague County Sheriff Jack Lawson jlawson@montaguesheriff.com 100 Grand Street Montague, TX 76251 940-894-2871	Royal Auction Group, Inc. AB2084, AU2604, TX18307 Brandon Roy, President/CEO George Frazier, VP/COO msalus@royalauctiongroup.com 7061 Alico Rd. Fort Myers, FL 33912 239.936.4121

**Physical Auction Location: 4916 Hwy 287 N. Bowie, TX 76230**

**Online Bidding Locations: Proxibid, Equipment Facts, Bid Spotter, Royal Auction Group**

**Auction Title/ Description: Government Surplus Auction**

**AGREEMENT:**

1. Royal Auction Group Inc., (here in after referred to as RAG), agrees to act as your selling agent for your asset surplus Auction. The term of this agreement is for 3 years.
2. There will be ~~no charge~~ to the government agency for any services conducted for RAG.
3. All assets will be sold absolute to the highest bidder, with the option of a reserve. Only special considerations of reserves will be accepted and approved upon by both parties documented through email.
4. This Agreement will commence once all parties have signed and will be active for the term unless government entity supplies a 90-day written notice of cancelation of this agreement. If a renewal is requested, a new agreement contract may be written with the possibility of changes to this document.
  - a. Any changes to the current agreement must be accepted by all parties listed. A separate addendum will be attached once all changes are agreed upon.

**SCOPE OF SERVICES:**

Montague County Sheriff (        )        1 of 3        RAG (        )

1. RAG will pick up and transport all government assets from up to three designated locations to our auction site located on Hwy 287 frontage road in Bowie, TX.
  - a. Assets that need assistance in loading, palletized items, non-running vehicles etc., will need a forklift or loading ramps provided by the government agency.
  - b. All drivable assets need to have at least ¼ tank of fuel to ensure asset can reach our auction site and have enough fuel to properly showcase the unit to potential buyers.
  - c. All titles need to be properly signed over and supplied by the day of pick up.
2. Royal Auction Group will complete a detailed inspection process. During the inspection process, RAG will complete a detailed description of said assets, take photos, and verify identification numbers.
3. RAG will remove any government logos from the assets through either a pressure washer or a heat gun process.
4. Royal Auction Group will remove any emergency vehicle light bars from the roof of the vehicle. If any other lights or items such as radios, cages, consoles, GPS, etc., need to be removed, please have your fleet department remove them prior to transportation. However, RAG can remove these items, for a cost, if agreed upon by both parties.
5. RAG will handle the entire title process. We will process your titles over to the buyer once the assets have been paid for in full.
6. Royal Auction Group will collect all funds from the buyers and reimburse the government agency the correct funds through either a company check or wire transfer within 21 days of the auction, once all the funds have been collected.

**MARKETING:**

1. RAG has the right to use all available selling techniques/ processes at their disposal to raise the appropriate funds for the consignments.
2. Marketing methods shall include, but are not limited to; brochures, web and print emails, selling bid platforms (Proxibid, Machinery Trader, Truck Paper and Equipment facts) and sale site signage.
  - a. A custom sale brochure will be created by RAG for all auctions and sent out to all of RAG's qualified bidders. Consignors will be provided with the brochures to disperse throughout their entity for their employees and patrons at their discretion.
  - b. Additional marketing will be issued by RAG on worldwide online bidding platforms to include: Proxibid and Machinery Trader / Truck Paper (Equipment Facts)

**COST OF SERVICES PROVIDED:**

Royal Auction Group Inc agrees to charge **NO FEES** for any and all services listed above to any government agency.

RAG will be charging a buyer's premium of 10% to the buyer/ bidder on-site and 12% on-line.

**CONSIGNOR RESPONSIBILITIES:**

1. Provide Royal Auction Group with a free and clear title at the time of pick up.
2. Allow RAG at least 72hrs to pick up assets once announced ready.

**LEGALITIES & RESPONSIBILITIES:**

1. All assets will be sold As-Is. Neither the selling agent nor the consignor will be liable for any warranty expressed or implied.
2. An asset is considered sold only when it is paid for in full.
3. RAG will release funds to consignor as to their discretion, 21 business days following the auction. A seller settlement sheet will be provided to the consignor at the completion of the sale. Payout will be conducted once all funds are received, and all paperwork is finalized.
4. RAG carries and maintains insurance for liabilities and auction staff pertaining to the auction and transportation process. A copy will be issued to the government agency to have on file.

**Consignor**

  
\_\_\_\_\_  
Montague County Sheriff Authorized

08/14/2023  
Date

**Selling Agent**

\_\_\_\_\_  
Royal Auction Group Inc.

\_\_\_\_\_  
Date