

Dear Collector,

Can't make it to the live auction? No problem — you can still take part and secure your favourite artwork by submitting an **absentee (pre-auction) bid**.

Here's how it works:

Check out the online catalogue [here](#) and choose a piece, or pieces, you love. Please be aware, it's a live document and will be added to and updated up to October 12th, lot numbers will be allocated on October 13th)

How to Place Your Bid

1. Email your bid to **cos.auction.bid@gmail.com** by **5:00 PM on Thursday, 16th October**.
2. Please include:

The **artwork title in the subject line**

Your **maximum bid amount** — this is the highest amount you're happy to pay.

Your **full name and contact number**

Our auctioneer will then bid on your behalf, only as much as needed to keep you in the lead, up to your stated maximum.

After the Auction

If your bid is successful, we'll contact you by **Monday, 20th October** with full details on **payment and artwork collection**.

A Few Notes

- All absentee bids are handled confidentially.
- Submitting a bid means you're committed to purchasing the artwork if you win.
- If you have any questions about the process or specific lots, please don't hesitate to get in touch.

Thank you for being part of our auction community — we can't wait to see which pieces find their new homes!

Big love
The Norwich City of Sanctuary Arts Stream