



PAYMENT INSTRUCTIONS



AUTO & BUS AUCTION

WWW.422SALES.COM

PAYMENT & PICKUP INSTRUCTIONS

CONGRATULATIONS! You have won a 422 Online Auction bid!

The Seller of your new purchase is Student Transportation, Inc.

Immediately after your sale was finalized, an invoice was generated and sent to you using the email address on file for your BIDDER NUMBER. It will provide the following information:

- Online listing details
- The final bid amount
- The buyer's premium fee
- The wire fee of \$19.00
- The total amount due

If you did not receive an invoice, please contact the Online Auction Team immediately at (800) 422-8884.

Paying for and picking up your new purchase are the next steps in the buying process. For a smooth payment and pickup experience, please thoroughly review your INVOICE and the information in this document.

PAYMENT OPTIONS:

1. WIRE PAYMENT USING INSTRUCTIONS SHOWN TO THE RIGHT

- Take this document to your financial institution and have them use the instructions provided to wire the total amount due.
- **Be sure to include your INVOICE #** for our reference so that we can quickly match your payment to your sale.
- The \$19 wire fee covers the charge to receive a wire payment.

2. CASHIER'S CHECK MADE PAYABLE TO "422 SALES"

- **May be made in person at the 422 Sales location.**
- May be SHIPPED via **OVERNIGHT MORNING DELIVERY**. Note: Email the tracking number to the 422 Team.
- The \$19 wire fee will be deducted from the total amount due.

3. CASH PAYMENT

- **May be made in person at the 422 Sales location.**
- The \$19 wire fee will be deducted from the total amount due.

4. CREDIT CARD PAYMENT & PAYPAL

- Please add 4% to the **TOTAL AMOUNT** due.
- **(TOTAL AMOUNT DUE= Bid Price + Buyer's Fee)**

IMPORTANT NOTES:

TIME ALLOTTED FOR PAYMENT

- **All payments must be made to 422 Sales directly and within 4 business days after the winning bidder is issued their invoice via email.**
- If paid within 4 business days, the buyer pays the standard 12% buyer's premium fee.

LATE PAYMENT PENALTIES

- **If the invoice is not paid within the allotted 4 business days, the buyer's premium will be increased to 17% for late payment.**
- **If payment is not received by the end of the 6th business day, the bidder will lose the purchase and the buyer's bidder number will be deactivated.** Note: A \$500 reactivation fee must be paid to reactivate your bidder number.

PICKUP REQUIREMENTS

The 422 Online Auction team must coordinate all pickup appointments at least three (3) days prior to desired pickup date. A \$25 per day vehicle storage fee is charged for each vehicle remaining at the pickup location after the deadline.

No purchase may be picked up prior to payment in full being received. We reserve the right not to release any vehicle if there is any unpaid account balance.

If any unit is not removed from pickup location within 10 business days of the pickup deadline date (regardless of payment status), it is acknowledged by all parties that we may declare the vehicle abandoned.

HOW TO WIRE PAYMENT

To perform a Wire Transfer to pay for 422 Online Auction purchases. **TAKE THIS DOCUMENT TO YOUR BANK SO THEY HAVE THE INFORMATION THEY NEED.** (Keep your RECEIPT and THIS DOCUMENT for your records.)

WIRE BANK TRANSFER TO:

BANK NAME:

First National Bank of Pennsylvania

PO Box 269, Route 19

Portersville, PA 15061-0269

Phone: (724) 368-8555

Fax: (724) 368-9090

ACCOUNT NAME

Mathies & Sons, INC. T/A 422 Sales

190 Fisher Road

Slippery Rock, PA 16057

Phone: (800) 422-8884

Fax: (724) 368-8774

ROUTING #: 043318092

ACCOUNT #: 95529458

SWIFT CODE: FNBPU33

REFERENCE: **PROVIDE YOUR INVOICE #**

ESCROW: Main office 4140 State Street
Hermitage, PA 16148

Phone Contact: (800) 555-5455

IMPORTANT WIRE TRANSFER NOTES

Please REFERENCE your INVOICE NUMBER on the wire transfer to expedite processing.

Most financial institutions charge a fee to send a wire transfer. The amount depends on whether it's a stateside or international transaction and can run from \$10 to \$30.

The \$19 wire fee listed on your invoice covers the charge for receiving the wire transfer.

To make sure you get the 12% buyer premium for paying within 4 business days, email a copy of your wire receipt to 422 Sales or text a photo of the receipt to (724) 406-2589.

PLEASE INCLUDE YOUR INVOICE NUMBER!



STA ONLY ONLINE AUCTION INFORMATION



- **All STA VEHICLE TITLES are kept at their New Jersey office. Once we have received PAYMENT IN FULL, STA ships the title(s) to the PICKUP LOCATION.**
- **Depending on the pickup location, it could take 2-4 days for the title(s) to arrive for you to pick up. Please take this into consideration when planning your pickup arrangements with your 422 Online Auction Rep.**
- **A \$25/day storage fee is charged for each day any unit remains on an STA lot after the pickup deadline.**