

# How to Participate in the Auction

## Sale of the Apartment at Záběhlická 75

Procedure recommended by GAVLAS, spol. s r. o.

### How to register at [www.internetove-drazby.cz](http://www.internetove-drazby.cz)?

If you are registering on a mobile phone, we recommend turning it horizontally. This makes it easier to see the green bubbles indicating registration errors.

- Open [www.internetove-drazby.cz](http://www.internetove-drazby.cz) in your web browser.
- In the top right corner, click the “REGISTRATION” button. A page will appear where you can choose one of the following options:
  - o individual – select this option if you want to buy the apartment on your own
  - o spouses or partners – select this option if you want to buy the apartment together with another person, usually spouses, unmarried couples, friends or partners – always exactly 2 persons
  - o legal entity – select this option if you want to buy the apartment as a legal entity
  - o co-ownership – always 3 or more persons
- After clicking, the relevant form will appear. Create and fill in your details, and above all, remember your Username and Password. The username must not contain an email address, accented characters, special characters or spaces. The password must contain at least 6 characters and must not contain accented characters, spaces or special characters (\*, ! - /, @, etc.).
- Carefully fill in all fields. Fields marked with an asterisk are mandatory. (This information, including your personal identification number, is required for the purchase agreement.)
- Tick the box confirming your agreement with the General Terms and Conditions and click “Save and continue”. (If you cannot click the button, it means that not all fields have been completed.) A page will appear where you can check your details. Tick “I confirm that the registration details have been entered correctly” and click “Continue”.
- An email will be sent to the email address you entered during registration. Open it, click “complete registration”, and you are done. If you do not receive the email, check your spam folder. If it is not there either, you probably did not complete the registration. This is most often because “I confirm that the registration details have been entered correctly” was not ticked and “Continue” was not clicked.

### How to register for the auction?

- Open [www.internetove-drazby.cz](http://www.internetove-drazby.cz) in your web browser.
- In the top right corner, click the “Login” button.
- A page will appear where you enter your Username and Password. Click “Log in”.
- A page with auctions will appear. Select the auction “Klimatizovaný světlý byt 2+kk s výhledem do zeleně, Praha 10 - Záběhlíce”.
- At the bottom of the page, click the blue “Register for auction” button, accept the required declarations and click “Continue”. (Is the blue button not displayed? You are probably trying to register too early. The date from which it is possible to register is stated in the auction card.)
- An email will automatically be sent to the email address you entered during registration. It will contain:

- o **the account number** to which the deposit (auction security deposit) can be paid
- o **a unique variable symbol** that must be used when paying the auction security deposit (enter it in the payment order or payment slip)
- as the **specific symbol**, enter:
  - Individual – your personal identification number without the slash (if you do not have one, enter your date of birth without dots, slashes or dashes).
  - Spouses – the personal identification number of one of the spouses
  - Legal entities – company registration number (IČ)
  - Co-owners – the personal identification number of one of the co-owners

Once the security deposit has been credited to the account, you will receive an email confirming that you have been registered for the auction.

You can register for the auction and pay the auction security deposit until the auction ends. Payment is considered made when the amount is credited to the auction organiser's account.

IMPORTANT: Activation (enabling you to place bids) is carried out by the Provider no later than the next business day after the security deposit has been credited to the Provider's account. Therefore, the security deposit must be paid sufficiently in advance. We recommend that participants inform the Provider by email at [jistoty@gavlas.cz](mailto:jistoty@gavlas.cz) or by phone at +420 221 666 666 after sending the security deposit.

### **Deadline and method for refunding the security deposit:**

If you do not win the auction, the auction security deposit will be refunded within 7 business days after the auction ends.

### **Test auction**

You can try placing bids in a test auction available in your user account on the [www.internetove-drazby.cz](http://www.internetove-drazby.cz) portal (the "Auction participation" tab).

**We wish you a successful auction. If you need any assistance, please do not hesitate to contact us.**

### **GAVLAS, spol. s r. o.**

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