



PRACTICAL GUIDE

Bidding Authority Template

Authorise a friend, partner or buyer's advocate to bid on your behalf, Victorian-compliant template included.

What it is

- Written authority for someone else to bid on your behalf.
- Required if the buyer cannot attend auction in person.
- Most agents have a standard form; bring your own if not.

What to include

- Buyer's full legal name(s) and address as they will appear on contract.
- Bidder's full name, contact, and ID details.
- Maximum bid authority in writing.
- Signed and dated, ideally witnessed.

When to use it

- Travel, illness, work commitments preventing attendance.
- Emotional buyers who want a calm professional bidding for them.
- Buyer's advocate or trusted friend bidding while you watch.

Risks

- Bidder bids above authority; usually still bound to the contract.
- Bidder is unfamiliar with auction etiquette; brief thoroughly.
- Always verify the bidder is registered with the agent before auction starts.

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