



# CORRY

AUTO DEALERS EXCHANGE

## AUTO DEALERS EXCHANGE

*"Service is the Key"*



Independent Auto Auction



To Whom It May Concern:

Thank you for interest in Corry Auto Dealers Exchange. Enclosed are the forms Required to become a registered dealer with our auction. Please complete and return at your earliest convenience.

**Please FAX back** Front and Back of Application  
Copy of Dealers License  
Agency Hold Harmless Sheet

**Please MAIL Back** Original Application w/ Original Signatures  
Legible copies of each Representative  
    . Social Security Card  
    . Current Drivers License  
    . Sales License (if applicable)  
Individual Authorization Letter  
Original Hold Harmless Sheet  
Original Sales Tax Exemption  
Taxpayer identification No. & Certificate  
Dealership Auction Access ID  
Original Signed Bank Letter\*\*  
Copy of VOIDED Check\*\*

**FAX BACK TO:** (814) 664-7724 Attn: Dealer Registration

**MAIL ORIGINALS TO:** Corry Auto Dealers Exchange  
Attn: Dealer Registration  
PO Box 317  
Corry, PA 16407

If you have any questions please feel free to call us at (800) 776-0411

12141 Route 6, P.O. Box 317 - Corry, PA 16407  
TOLL FREE 1-800-776-0411 • LOCAL 664-7721 • FAX 814-664-7724  
*Sale Every Thursday*

*"Service is the Key" at Corry A.D.E.*



# Registration Application

## Dealership Information

Dealership AuctionACCESS ID: \_\_\_\_\_

Trade or DBA Name: \_\_\_\_\_

Legal Name (if different): \_\_\_\_\_ Date Business Started: \_\_\_\_\_

Government Business ID: \_\_\_\_\_

RIN (Canadian Province of Ontario only): \_\_\_\_\_

- Check only one
- Company Type:  Sole Proprietorship     General Partnership     Limited Partnership  
 Business Corporation     Limited Liability Company     Unlimited Liability Corporation

## Business Types

Check all that apply	New	Used	Lease	Wholesale	Parts	Salvage	Export	Rental
Automobile								
Motorcycle								
Moped								
RV								
Mobile Home								
Trailer (Pull Behind)								
Motorcycle (Off Road)								
ATV								
Snowmobile								
Heavy Equipment								
Boat								
Personal Watercraft								
Airplane								

## Contact Information

Lot Address: \_\_\_\_\_

City: \_\_\_\_\_ Colony (if applicable): \_\_\_\_\_

St/Prov (if applicable): \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Colony (if applicable): \_\_\_\_\_

St/Prov (if applicable): \_\_\_\_\_ Postal Code: \_\_\_\_\_ Country: \_\_\_\_\_

Bus. Phone Number: \_\_\_\_\_ Bus. Fax Number: \_\_\_\_\_

Email Address: \_\_\_\_\_ Website Address: \_\_\_\_\_

**Agreement**

Dealership AuctionACCESS ID: \_\_\_\_\_

The undersigned Entity ("Entity") does hereby authorize AutoTec, LLC, its affiliate Auction Insurance Agency, and those of its customers that subscribe to AutoTec's AuctionACCESS system (including Manheim Auctions, Inc. and its subsidiaries, ADESA Inc. and its subsidiaries, and all other customers subscribing to AutoTec's AuctionACCESS System) and to which Entity registers or otherwise provides its AuctionACCESS number at any time ("Subscribing Customers") to obtain, store, use and provide to Subscribing Customers the information contained on this application and other information regarding the Entity, including credit information, such as bank information and credit reports, and understands that AutoTec provides this information to said Subscribing Customers without verifying the same, on an "as is" basis, expressly disclaiming any express or implied warranties regarding such information. Subscribing Customers are not limited to businesses engaged in the automobile dealer or auction industries, but may also include other businesses providing goods or services to such industries. By signing below, the Entity (1) agrees to the terms of this application and any exhibits hereto, (2) warrants that it is solvent and that the information provided herein is complete, accurate and truthful, (3) acknowledges that registration in the AuctionACCESS System is no guarantee of purchasing privileges or credit, (4) agrees to be bound by the policies and procedures of each Subscribing Customer at which they are registered via AuctionACCESS, (5) agrees that AutoTec, LLC, its affiliate Auction Insurance Agency, and its Subscribing Customers, on their own behalf or on behalf of their respective sellers, consignors, or other customers, for any commercial or advertising purpose, may contact Entity using the telephone numbers (whether business, home or mobile numbers), fax numbers, e-mail addresses, and other contact information provided on this form, or at any other address, telephone number, facsimile number or e-mail address used in connection with Entity's business, and (6) agrees to disclose AuctionACCESS numbers only to Subscribing Customers. Each of the undersigned also agrees in his/her individual capacity that AutoTec, LLC, its affiliate, and its Subscribing Customers may obtain, store, provide, and use that individual's credit information, including bank information and credit reports, in the same manner as described above for Entity.

**Signature**

\_\_\_\_\_  
 Legal Name of Entity (Corp/LLC/LLP/ULC/Partnership/Individual)      Trade or DBA Name of Entity

Witness/Attester: \_\_\_\_\_

By: **Printed Name** of Authorized Signer (Owner/Officer/Manager)

Its: **Title** of Authorized Signer (Owner/Officer/Manager)

Date: \_\_\_\_\_

\_\_\_\_\_  
**Signature** of Authorized Signer (Owner/Officer/Manager)

**Owners**

Owner Name	Owners AA ID	Owner Name	Owners AA ID
_____	_____	_____	_____
_____	_____	_____	_____

**References**

Auction Name	Phone Number
_____	_____
_____	_____

**Franchise Information**

Franchise Name	Franchise Number	Franchise Name	Franchise Number
_____	_____	_____	_____
_____	_____	_____	_____



# Individual Authorization Letter

## Agreement

Date: \_\_\_\_\_ Individual's AuctionACCESS ID: \_\_\_\_\_

### To Whom It May Concern:

The individual referenced below ("Individual") wishes to register, as of the date listed above, with AutoTec, LLC's AuctionACCESS System. The Individual does hereby authorize AutoTec, LLC, its affiliate Auction Insurance Agency, and those of its customers that subscribe to AutoTec's AuctionACCESS System (including Manheim Auctions, Inc. and its subsidiaries, ADESA, Inc. and its subsidiaries, and all other customers subscribing to AutoTec's AuctionACCESS system) and to which Entity registers or otherwise provides its AuctionACCESS number at any time ("Subscribing Customers") to obtain, store, use and provide to Subscribing Customers the information contained on this form and other information regarding the Individual, including credit information, such as bank information and credit reports, and understands that AutoTec provides this information to said Subscribing Customers without verifying the same, on an "as is" basis, expressly disclaiming any express or implied warranties regarding such information. Subscribing Customers are not limited to businesses engaged in the automobile dealer or auction industries, but may also include other businesses providing goods or services to such industries. By signing below, the Individual (1) agrees to the terms of this registration, (2) warrants that he/she is solvent and the information provided herein is complete, accurate and truthful, (3) acknowledges that registration in the AuctionACCESS System is no guarantee of purchasing privileges or credit, (4) agrees to be bound by the policies and procedures of each Subscribing Customer at which they are registered via AuctionACCESS, (5) agrees that AutoTec, LLC, its affiliate Auction Insurance Agency, and its Subscribing Customers may contact the Individual, on their own behalf or on behalf of their respective sellers, consignors, or other customers, for any commercial or advertising purpose, using the telephone numbers (whether business, home or mobile numbers), fax numbers, e-mail addresses, and other contact information provided on this form, or at any other address, telephone number, facsimile number or e-mail address used in connection with the Individual's business, and (6) agrees to disclose AuctionACCESS numbers only to Subscribing Customers.

Date of Birth: \_\_\_\_\_ Government Personal ID: \_\_\_\_\_

Printed Legal Name of Individual \_\_\_\_\_ Individual Signature \_\_\_\_\_

## Photo Identification

Driver's License     State/Province Issued ID     Passport     Voter Registration Card (Mexico Only)

ID Number: \_\_\_\_\_ State/Province or Country: \_\_\_\_\_

Issue Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

## Contact Information

Home Address: \_\_\_\_\_

City: \_\_\_\_\_ Colony (if applicable): \_\_\_\_\_

State/Province (if applicable): \_\_\_\_\_ Postal Code: \_\_\_\_\_

Country: \_\_\_\_\_ Email: \_\_\_\_\_

Mobile Telephone: \_\_\_\_\_ Home Telephone: \_\_\_\_\_

## Request for Taxpayer Identification Number and Certification

**Give form to the  
requester. Do not  
send to the IRS.**

Print or type See Specific Instructions on page 2.	Name (as shown on your income tax return)	
	Business name, if different from above	
	Check appropriate box: <input type="checkbox"/> Individual/Sole proprietor <input type="checkbox"/> Corporation <input type="checkbox"/> Partnership <input type="checkbox"/> Limited liability company. Enter the tax classification (D=disregarded entity, C=corporation, P=partnership) ▶ ----- <input type="checkbox"/> Other (see instructions) ▶	<input type="checkbox"/> Exempt payee
	Address (number, street, and apt. or suite no.)	Requester's name and address (optional)
	City, state, and ZIP code	
List account number(s) here (optional)		

### Part I Taxpayer Identification Number (TIN)

Enter your TIN in the appropriate box. The TIN provided must match the name given on Line 1 to avoid backup withholding. For individuals, this is your social security number (SSN). However, for a resident alien, sole proprietor, or disregarded entity, see the Part I instructions on page 3. For other entities, it is your employer identification number (EIN). If you do not have a number, see *How to get a TIN* on page 3.

**Note.** If the account is in more than one name, see the chart on page 4 for guidelines on whose number to enter.

Social security number
or
Employer identification number

### Part II Certification

Under penalties of perjury, I certify that:

1. The number shown on this form is my correct taxpayer identification number (or I am waiting for a number to be issued to me), and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. person (defined below).

**Certification instructions.** You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return. For real estate transactions, item 2 does not apply. For mortgage interest paid, acquisition or abandonment of secured property, cancellation of debt, contributions to an individual retirement arrangement (IRA), and generally, payments other than interest and dividends, you are not required to sign the Certification, but you must provide your correct TIN. See the instructions on page 4.

**Sign Here**

Signature of U.S. person ▶

Date ▶

### General Instructions

Section references are to the Internal Revenue Code unless otherwise noted.

#### Purpose of Form

A person who is required to file an information return with the IRS must obtain your correct taxpayer identification number (TIN) to report, for example, income paid to you, real estate transactions, mortgage interest you paid, acquisition or abandonment of secured property, cancellation of debt, or contributions you made to an IRA.

Use Form W-9 only if you are a U.S. person (including a resident alien), to provide your correct TIN to the person requesting it (the requester) and, when applicable, to:

1. Certify that the TIN you are giving is correct (or you are waiting for a number to be issued),
2. Certify that you are not subject to backup withholding, or
3. Claim exemption from backup withholding if you are a U.S. exempt payee. If applicable, you are also certifying that as a U.S. person, your allocable share of any partnership income from a U.S. trade or business is not subject to the withholding tax on foreign partners' share of effectively connected income.

**Note.** If a requester gives you a form other than Form W-9 to request your TIN, you must use the requester's form if it is substantially similar to this Form W-9.

**Definition of a U.S. person.** For federal tax purposes, you are considered a U.S. person if you are:

- An individual who is a U.S. citizen or U.S. resident alien,
- A partnership, corporation, company, or association created or organized in the United States or under the laws of the United States,
- An estate (other than a foreign estate), or
- A domestic trust (as defined in Regulations section 301.7701-7).

**Special rules for partnerships.** Partnerships that conduct a trade or business in the United States are generally required to pay a withholding tax on any foreign partners' share of income from such business. Further, in certain cases where a Form W-9 has not been received, a partnership is required to presume that a partner is a foreign person, and pay the withholding tax. Therefore, if you are a U.S. person that is a partner in a partnership conducting a trade or business in the United States, provide Form W-9 to the partnership to establish your U.S. status and avoid withholding on your share of partnership income.

The person who gives Form W-9 to the partnership for purposes of establishing its U.S. status and avoiding withholding on its allocable share of net income from the partnership conducting a trade or business in the United States is in the following cases:

- The U.S. owner of a disregarded entity and not the entity,



# Dealer Authorization/Removal of an Individual

Dealership Name: \_\_\_\_\_ Dealership AuctionACCESS ID: \_\_\_\_\_

To Whom It May Concern:

Printed Legal Name of Individual \_\_\_\_\_ Individual's AuctionACCESS ID \_\_\_\_\_ Date of Birth \_\_\_\_\_

### Add or Change Roles

The business referenced above ("Dealership") wishes to authorize and register the individual listed above ("Individual") to serve in the role(s) approved below. Dealership understands and acknowledges that this role(s) will be applicable to all AuctionACCESS subscribing customers ("Subscribing Customers") where the Dealership is registered to do business. Dealership further understands and acknowledges that this authorization will be valid until such time as the Dealership provides written notice of termination of authorization by completing the "Remove All Roles" section of an Individual Dealership Authorization or Removal Letter.

**The role(s) designated below will be the only role(s) in effect for this Individual for this Dealership, replacing any previous role authorization(s).**

- Representative
- Owner
- Officer or Authorized Signatory
- Driver

If, and only if, the Individual is authorized as a Representative ("Authorized Representative"), the Individual is authorized to buy and sell automobiles for the Dealership and, in connection therewith, to execute company checks or drafts and any other necessary instruments or documents on behalf of said Dealership at any Subscribing Customer where Dealership currently does or may do business until such time as the Dealership provides written notice of termination of authorization by completing the "Remove All Roles" section of an Individual Dealership Authorization or Removal Letter. The Dealership further guarantees performance of all obligations and transactions of such Authorized Representative on its behalf and agrees to indemnify and hold harmless the Subscribing Customer and AutoTec, LLC including their agents and affiliates from all loss and/or expense caused by said Dealership's Authorized Representative's actions. This guaranty includes but is not limited to losses from dishonored checks or drafts, defective titles, and false or inaccurate Odometer Mileage Statements as well as any expense incurred in attempting to collect such losses, including attorney fees.

### Remove All Roles

- Remove All Roles

Dealership wishes to remove the Individual listed above from its account with all AuctionACCESS Subscribing Customers where the Dealership conducts business.

**This Individual is no longer authorized to conduct business on behalf of above listed Dealership in any role.**

### Signature

By: \_\_\_\_\_  
**Printed Name** of Authorized Signer (Owner/Officer/Manager)

Its: \_\_\_\_\_  
**Title** of Authorized Signer (Owner/Officer/Manager)

\_\_\_\_\_  
**Signature** of Authorized Signer (Owner/Officer/Manager)

Date: \_\_\_\_\_



## Bank Authorization Letter

To Whom It May Concern:

In order to enable the undersigned dealership to participate in AutoTec's AuctionACCESS System and thereby enhance its wholesale automotive business and ability to utilize bank accounts in connection with the same, you are hereby authorized to do the following:

- ◆ Release credit information to AutoTec, LLC, its affiliate Auction Insurance Agency, and those of its customers that subscribe to AutoTec's AuctionACCESS System (including Manheim Auctions, Inc. and its subsidiaries, ADESA, Inc. and its subsidiaries, and all other customers subscribing to AutoTec's AuctionACCESS System and to which dealership registers or otherwise provides its AuctionACCESS number at any time) ("Subscribing Customers").
- ◆ Include the information contained in the attached Bank Reference Letter regarding the undersigned dealership and its business checking and other accounts as requested by the AuctionACCESS Subscribing Customer, AutoTec, LLC and/or its affiliate, Auction Insurance Agency.
- ◆ Share this information with the AuctionACCESS Subscribing Customers with whom I wish to register.

The information will be used for business purposes in connection with the AuctionACCESS System and/or affiliated programs provided for subscribing customers and for no other purpose.

Dealership AuctionACCESS ID: \_\_\_\_\_

Dealership Name: \_\_\_\_\_

Dealership Address: \_\_\_\_\_

\_\_\_\_\_

**Your prompt attention in answering the Bank Reference Letter will be greatly appreciated.**

Sincerely,

By: \_\_\_\_\_  
Printed Name of Authorized Signer (Owner/Officer/Manager)

Its: \_\_\_\_\_  
Title of Authorized Signer (Owner/Officer/Manager)

\_\_\_\_\_  
Signature of Authorized Signer (Owner/Officer/Manager)



AUTO DEALERS EXCHANGE

"Service is the Key"



Independent Auto Auctions



\_\_\_\_\_ (herein called the customer) whose principal place of business is



\_\_\_\_\_ appoints Corry Auto Dealers Exchange, Corry, PA (hereinafter called auction) as customer's agent with full and complete authority to sign odometer disclosure statements, title documents and auction invoices, or other documents as required on customer's behalf with regard to any and all motor vehicles owned by customer which are to be sold through the auction.



Customer will indemnify and hold harmless auction from all losses and/or expenses incurred by auction as a result of auction acting as customer's agent pursuant to this agreement, including all expenses and attorney's fees incurred by auction, unless caused by auction's own negligence.



Agreed to and accepted \_\_\_\_/\_\_\_\_/\_\_\_\_ by:

\_\_\_\_\_  
Authorized Dealership Signature

\_\_\_\_\_  
Printed Name

Acknowledged and witnessed \_\_\_\_/\_\_\_\_/\_\_\_\_ by:

\_\_\_\_\_  
Corry Auto Dealers Exchange



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