



MICHIGAN STATE AUCTIONEERS ASSOCIATION
61st Annual Conference * January 24-26, 2012
Causeway Bay Conference Center, Lansing, Michigan
~ 2012 Exhibit Space Contract ~

Flash!
 Exhibitors from the MSAA's
 61st Annual Conference
 get a Coupon for a FREE
 Exhibit Space at the Midwest
 Auctioneers Roundup
 in June 2012!

Type or Print

Company: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Bus. Phone: _____ Fax: _____
 Contact Name: _____ Direct Ph: _____
 Product and/or Service: _____
 E-Mail: _____ Web Page _____
 Special Requirements: _____

New this year! We're planning a Theme Contest for Vendors to increase attendee participation! *Details coming soon!*

Exhibitor Badge Request: (a Maximum of two complimentary exhibitor badges per exhibit space purchase)

Representative 1 _____ Representative 2 _____

Payment of Exhibit Space & Special Events:

Exhibits are \$135 per space. A booth includes one 8 ft covered table and two chairs.

No. of exhibit spaces _____ X \$135 \$ _____

** Seminars and Meals are not included, but meals may be purchased for an additional cost below.*

No. of 110V Electrical Hookups (Exhibitor must bring cords) _____ X \$20 \$ _____

Social Event Tickets (A ticket must be purchased for EACH person planning to attend the events)

- Yes, I would like to purchase the following social event ticket (s):
- Christian Breakfast (Wed. AM) \$20.00 X _____ = \$ _____
 - Exhibitor & Sponsor Recognition Luncheon (Wednesday) . \$25.00 X _____ = \$ _____
 - Breakfast (Thursday AM) \$20.00 X _____ = \$ _____
 - President's Banquet & Awards (Thurs eve) \$45.00 X _____ = \$ _____

Marketing Opportunities:

Direct Advertising: (Ad Copy due by January 6, 2012)

- Full Page Ad in the Convention Program (5"w x 8"h) \$100.00 X _____ = \$ _____
- Half Page Ad in the Convention Program (5"w x 4"h) \$65.00 X _____ = \$ _____

Fun Auction Donation:

- Yes, I will be donating to the Fun Auction (Complete Fun Auction Donation Form Enclosed)
- No, I will not be donating to the Fun Auction.

I agree to the terms and conditions as outlined on the back of this agreement.

 Print Name

 Title Date

 Signature

TOTAL COST \$ _____

**Complete and Return Space Contract with
 Check for Total Cost Payable to MSAA.**

Mail to: MSAA
 4529 Gibbs NW
 Grand Rapids, MI 49544

Deadline: January 6, 2012
(Booth & Ad space is limited and the booths are assigned on a first pay basis. Please get your reservations in early!)

Terms & Conditions

Exhibitor Agrees:

Upon Execution of this contract to pay the total cost of booth space. No space allocations will be made, nor will this contract be processed until payment is made for debts and obligations to the MSAA that are in excess of 45 days due and owing. MSAA reserves the right to offset any debt 45 days past due with payments received under this contract, and in the event such exhibitor fails to submit payment for such past due indebtedness and its proportional payment due and owing pertaining to the exhibit contract, MSAA reserves the right to prohibit the exhibitor from participating in the MSAA Annual Convention and if monies due are not fully paid in addition to the above referenced indebtedness 30 days prior to the opening of the Convention, the Association may, at its option, terminate and reassign this space to another exhibitor.

That the terms and conditions are hereby incorporated in and made a part of this contract, and shall be binding on the parties hereto.

As always, the MSAA makes every attempt to increase traffic to your booth. Even if you are in an exhibitor room, please be sure to secure your items and take any valuables with you when you are not at your booth. By Exhibiting at the MSAA Annual Convention you agree to hold harmless the Michigan State Auctioneers Association and Radisson Hotel from any and all damages or destruction, including theft or mysterious disappearance to any and all equipment owned and/or leased by your group.

That MSAA will have the right to make all space assignments in accordance with a first-come first-served rule. MSAA reserves the right to shift space assignment after the contract has been signed if it is necessary.

That MSAA will have the right of interpretation and approval of all matters pertaining to the contract, rules and regulations.

That NO Exhibitor shall reassign, sublet or share the whole or any part of exhibit space allotted to the contracting firm without the express written consent of the MSAA.

That space will be considered cancelled by exhibitor upon the date that written notice of cancellation is received by MSAA and refunds for cancelled space will be given as follows:

- * If space is cancelled before December 1, 2011, MSAA will refund 100% of the space less a \$25.00 processing fee.
- * If space is cancelled before January 1, 2012, MSAA will refund 50% of the space cost less a \$25.00 processing fee.
- * If space is cancelled on January 1, 2012 or after, the MSAA will Retain 100% of the space cost. No Refunds after Dec. 31, 2011.

In the event the show is cancelled because of reasons beyond the control of the MSAA, space fees already made will be returned to exhibitors on a pro rata basis, after all related Show expenses incurred by the MSAA, through the date of cancellation, have been met and such refund shall be accepted by exhibitor in full settlement of all loss of damage suffered by exhibitor.

If, by reason of fire, hurricane, earthquake, or another cause or condition beyond the control of MSAA, convention center becomes unavailable, exhibitor hereby authorizes MSAA to assign to exhibitor, in lieu of the space described herein, such space, regardless of size of location, in such other buildings as MSAA may be able to procure for the holding of such exhibition, regardless of the location thereof. Exhibitor shall use and occupy such substituted space at the same rent and under the same terms and conditions as are set forth in this contract, and MSAA shall not be liable to the Exhibitor for any loss or damage suffered by exhibitor by reason of such unavoidable postponement and relocation of the Exhibitors.

Exhibit Installation and Dismantling:

Booth Setup:

Tuesday, Jan. 24	3:00 PM – 6:30PM
Wednesday, Jan. 25	7:00 AM – 8:00AM

Teardown:

Thursday, Jan. 26	5:00 PM - 6:00 PM
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Please be completely
setup by 8:00AM,
January 25, 2012.
*(Note: Times may change due to
hotel setup)*

Exhibition Hours:

Tuesday, Jan. 24	7:00 PM – 9:30PM
Wednesday, Jan. 25	8:00 AM – 5:00PM
Thursday, Jan. 26	8:00 AM – 5:00PM

Standard Booth Equipment Provided:

Included in the price of each booth will be a 6 or 8 foot covered table & two chairs. Electrical and Internet needs may be ordered on the front page of this agreement. Exhibitor must provide their own electrical cords. Any additional requirements are the responsibility of the exhibitor. All other furnishings will be provided by the exhibitor at his/her own expense and responsibility. The Conference Center also has services and rentals available if needed. Contact the MSAA for more info. Questions regarding rules and regulations of MSAA exhibit policies should be directed to MSAA.

Box Delivery:

The customer is responsible for the arrangements and all expenses of shipping materials, merchandise, exhibits, or any other items to and from the Hotel. The Hotel is not responsible for damage or loss of any items left in the Hotel prior to or following any function. The Hotel accepts no responsibility for goods shipped to the Hotel prior to

scheduled functions or left after a function is completed. The Hotel will accept packages five working days prior to the function, but not between 11:00 a.m. and 1:00 p.m. daily. Parcels will not be accepted on pallets or skids, and the shipper will be responsible for the loading and unloading of packages into the Hotel. Hotel Packages must be marked appropriately with:

Attn: *Your Contact Name, Your Company*

Michigan Auctioneers Conference

Meeting Date: January 24-26, 2012

C/O Causeway Bay Hotel

6820 S. Cedar Street

Lansing, MI 48911

Phone: (517) 694-8123

FAX: (517) 699-3756

* The Hotel may request the customer obtain and pay for bonded security personnel when valuable merchandise or exhibits are displayed or held overnight in the Hotel. **There may be handling charges from the hotel. Please see Vender Service Manual from the Causeway Bay Hotel.**

Space Regulations:

All demonstrations, advertising and promotional activities of an exhibitor must be confined to the limits of the assigned exhibit space. No outside demonstrations, meetings, product, exhibits, displays or group product discussions may be conducted anywhere without the express written consent of the MSAA. The distribution of magazines, newspapers and other literature outside the exhibitor's space is prohibited.

Annoyance: Exhibitors will take every reasonable precaution to minimize the noise of operating exhibits. In the event that any other exhibitor objects or protests to the noise level, the MSAA shall reserve the right to require the exhibitor to cease operation of the exhibit or take measures to reduce the noise level. Exhibitors are prohibited from using objectional amplify or special lighting equipment. MSAA also reserves the right to require exhibitors (at exhibitor's expense) to change, alter, modify or remove all or part of its exhibit due to any objectionable odors emanating from the display booth.

Floor safety: MSAA reserves the right to stop any product demonstration on the show floor which is determined by MSAA to be a hazard or not consistent with the rules and regulations of MSAA exhibit policies or disrupt the Show.

Photography, video production and/or graphic reproduction of other exhibitors' booths and products displayed therein is strictly prohibited. Serving of alcoholic beverages, beverages of any kind or food from exhibitors' booths is prohibited, unless approved by MSAA.

All Exhibits are centrally located and surrounded by the Convention Activities (Sample Map Enclosed). Exhibit Locations will be assigned by the Michigan State Auctioneers Association and may not be rearranged by the exhibitor.

Care of Buildings & Equipment: Exhibitors are cautioned that they are directly responsible for any damage to the convention center. Nothing may be affixed to any wall, ceiling or floor without express written permission from the Convention Center. Any damage to floors caused by leaking equipment will be the direct responsibility of the exhibitor. Skids must be used on all pieces of heavy equipment not on wheels. Bolts, fasteners or other projects on skids must be countersunk to avoid damage to the floor.

Exhibitor shall be fully responsible to pay for any and all damages to property owned by the Hotel, its owners or managers which results from any act or omission of Exhibitor. Exhibitor agrees to defend, indemnify and hold harmless the Hotel, its owners, managers, officers or directors, agents, employees, subsidiaries and affiliates from any damages or charges resulting from or arising from or out of the Exhibitor's use of the property. Exhibitor's liability shall include all losses, costs, damages or expenses arising from or out of or by reason of any accident or bodily injury or other occurrences to any person or persons, including the Exhibitor, its agents, employees, and business invitees which arise from or out of Exhibitor's occupancy and/or use of the exhibition premises, the Hotel or any part thereof. The Exhibitor understand that the Hotel and the MSAA do not maintain insurance covering the Exhibitor's property and that it is the sole responsibility of the Exhibitor to obtain such insurance.

Liability: The exhibitor agrees to make no claim against the Michigan State Auctioneers Association (MSAA), its members, any related companies, its agents or employees for any injury to any exhibitors, his employees, agents or property or for any loss by fire, water, theft, damage, delay, mechanical failure, labor trouble or any cause whatsoever while exhibitors and merchandise are in transit, or within the exhibit hall, nor for any damage to his business, for failure to provide space in the exhibit hall, nor for any action of the Association, its members, or agents for failure to hold the Show as scheduled. The Michigan State Auctioneers Association reserves the right to restrict, close and remove exhibits which because of noise, method of operation, uncooperative personnel, discord in advertising or for any other reason becomes objectionable to the overall conduct, success and high standards established by the MSAA Conference. The exhibitor further agrees to indemnify and hold harmless the Michigan State Auctioneers Association from any liability resulting from the acts of omissions of the exhibitor, its agents, servants or employees.

Special Regulation: The MSAA is granted exempt status by the Internal Revenue service because of the nature of its activities. In order that our conference may be conducted within the rules and regulations stipulated by the IRS, it is imperative that each exhibitor understands and agrees to those rules. For a copy, contact the MSAA Office.



MSAA 61st Annual Conference

January 24 - January 27, 2012 * Lansing, Michigan

Hotel Reservations & Location Information



Causeway Bay Hotel
6820 S. Cedar Street
Lansing, MI 48911
Ph: (517) 694-8123
(800) 333-8123
Fax: (517) 699-3756
causewaybayhotellansing.com

Guest Room Rates:

Single or Double Rooms \$92.99
plus applicable taxes.

For Reservations, Call 517-694-8123 or 800-333-8123 and identify yourself with the Michigan State Auctioneers Association.

Room Block Cutoff: January 7, 2012

Check-In / Check-Out: Guests should request hotel policies, check in/check out times and any other required information directly from the Causeway Bay when making reservations.

Welcome to Causeway Bay Lansing Michigan! The Causeway Bay South/Convention Center is a 300 room, full-service convention facility with 26,000 square feet of flexible meeting space.

Hotel Services:

- Grand Ballroom
- Meeting Rooms
- Audio Visual Services
- Full catering services
- Fax/Copy Services
- Same Day Dry Cleaning & Laundry Service
- 300 Guest Rooms
- Health/Fitness Center On-Site
- Indoor Pool
- Health Club
- Sports Lounge
- Sauna & Whirlpool



Guest Rooms:

Causeway Bay Lansing features 300 guest rooms, including 12 suites, 16 barrier free rooms and 300 rooms with queen or king size beds, 32" flat-screen television with cable, in-room refrigerators, microwave, coffee makers, clock radios, two direct dial speaker telephones with data ports, guest voice mail, full size ironing board with iron, and hair dryers.



Directions to the Causeway Bay Lansing:

Located off I-96 at exit 104, the property is an ideal meeting site in the center of the state and minutes from Michigan State University, the State Capitol Building and other area attractions.

For Detailed Directions, check out your favorite mapping web site

Parking: Outdoor Parking is complimentary.

Airports:

- Lansing (LAN) nearby



MSAA 61st Annual Conference

January 24 - January 27, 2012 * Lansing, Michigan

Goal:
\$15,000

MSAA Fun Auction 2012
Wednesday, January 25, 2012 * 7:30 PM

*Please Copy this Form as Needed for Multiple Items ~
Please Use only one form per item.*

We are looking for donations from *all MSAA Members* for this year's Fundraiser Auction!
This Event isn't just *Fun* - proceeds from your generous donation will help the MSAA provide such great programs and services. Please complete this form as soon as you can determine what you would like to donate to represent your Company.

Donations of *All Sizes* are welcome *and Needed!*

Fax or email this form in to the MSAA early to help promote your item on the MSAA Website!
(Please include a photo of the item for promotion)

Need Item Ideas?

Tickets to a Great Event!

Advertising!

*Items you've seen sell
with Enthusiasm!*

Something You'd Like to Buy!

*A valuable service by you
or your company.*

*Hunting/Fishing Trips or
Vacations!*

Donor Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Donation (Please Include Description & estimated value of item)

Item: _____

Value (\$25 or more): _____

Please Note: All items will be sold during the Auction on Wednesday night. There will no longer be an auction held during the President's Banquet.

Check one if applicable:

- I Will Sell this as an Auctioneer (MAC) Contestant
(2 items required for preliminaries)
- This is one of my items for the Ringman Contest
- The Fun Auction Committee may sell
- Non-Contestant - I will be ready and would like to sell

I will be unable to attend please accept my cash donation of: _____

All items must be checked in by 11AM, January 25, 2012.

*The Committee will determine where all donations are placed throughout the event to
maximize funds raised through your important donations.*

Items brought in late will be at the end of the auction so get your item in EARLY!

Thank You for Your Support!

MSAA Online Buyers Guide

NEW! Website Banner Ads! Contact the MSAA for More Info!

The MSAA Buyer's Guide is great online promotion for your company!

Company Name _____ Contact _____

Address _____

City _____ State _____ Zip _____

Phone _____ Fax _____

Email _____ Web Site _____

Area Served (Counties, States, Etc.) ? _____

Short Description _____

* Please Attach (CD) or Email Logo or 1 image you would like posted with your listing. For Email, send to info@msaa.org, Attention: Buyer's Guide Listing.

****Note: MSAA Members will receive an upgraded bold listing ****

You may pick up to 5 categories below:

- | | |
|---|---|
| <input type="checkbox"/> Advertising | <input type="checkbox"/> Legal/Financial |
| <input type="checkbox"/> Apparel & Merchandise | <input type="checkbox"/> Mailing Services |
| <input type="checkbox"/> Auction Equipment | <input type="checkbox"/> Management Companies |
| <input type="checkbox"/> Auction Schools | <input type="checkbox"/> Management Software |
| <input type="checkbox"/> Auction Software | <input type="checkbox"/> Marketing Materials |
| <input type="checkbox"/> Auction Supplies | <input type="checkbox"/> Merchandise Liquidations |
| <input type="checkbox"/> Audio Systems | <input type="checkbox"/> Mortgage Companies |
| <input type="checkbox"/> Automotive/Power Sports | <input type="checkbox"/> MSAA Member Benefits |
| <input type="checkbox"/> Bond Companies | <input type="checkbox"/> Multimedia Services |
| <input type="checkbox"/> Brokerage Services | <input type="checkbox"/> Online Auction |
| <input type="checkbox"/> Concessions/Caterers | <input type="checkbox"/> Other |
| <input type="checkbox"/> Consignment Services | <input type="checkbox"/> Packing/Shipping/Moving |
| <input type="checkbox"/> Consultants | <input type="checkbox"/> Printers |
| <input type="checkbox"/> Credit Card Processing | <input type="checkbox"/> Publications/Directories/Reference Materials |
| <input type="checkbox"/> Education | <input type="checkbox"/> Rentals (Tents/Chairs/etc) |
| <input type="checkbox"/> Insurance Carriers | <input type="checkbox"/> Signage |
| <input type="checkbox"/> Internet "Live" Auction Services | <input type="checkbox"/> Title Companies |
| <input type="checkbox"/> Internet Audio Broadcasts | <input type="checkbox"/> Trailers/Toppers |
| <input type="checkbox"/> Internet Services | <input type="checkbox"/> Video Production Services |
| <input type="checkbox"/> Leasing Services | <input type="checkbox"/> Website Design/Hosting |

Payment Information:

Listing fee is \$50 for the annual listing. Annual listings run from January - December of each year.

MSAA USE ONLY Payment Received \$ _____ Date Received _____ Check # _____ Listing Expiration _____



Michigan State Auctioneers Association

Advertising Reservation Form

Advertising Opportunities & Rates 2011



Company: _____
 Address: _____
 City: _____ State: _____ Zip: _____
 Bus. Phone: _____ Fax: _____
 Contact Name: _____ Direct Ph: _____
 Product and/or Service: _____
 E-Mail: _____ Web Page _____

Michigan Auction Gavel

The MSAA's National Award
Winning Magazine

Deadlines:

Spring Issue	February 1
Summer Issue	April 10
Fall Issue	August 1
Winter Issue	November 1

Black and White Ads Only

Size	Per Issue
Full Page.....	\$175
7" x 9" *Call for Availability	
2/3 Page.....	\$125
4.5" x 9"	
1/2 Page.....	\$100
7" x 4.5" H or 3" x 9" V	
1/4 Page.....	\$75
3.5" x 4.5"	
Bus. Card.....	\$30
3.5" x 2" H	
Back Page.....	\$250
7.5"W x 6"H *Call for Availability	

Mechanical Requirements for the Michigan Auction Gavel:

Electronic Ads preferable. Minimum 300dpi. Acceptable Windows file types: pdf, tif and eps. All ads must have fonts imbedded & meet minimum requirements. Ad design is available and will be billed separately.

Section 1: Printed Advertising

Michigan Auction Gavel
Distribution: All MSAA Members
Issue Date(s): check all that apply

- Spring Summer Fall Winter
- 4 Issues (full year)
- Full Page.....7" x 9"
 2/3 Page.....4.5" x 9"
 1/2 Page H.....7" x 4.5"
 1/2 Page V.....3" x 9"
 1/4 Page.....3.5" x 4.5"
 Bus. Card H.....3.5" x 2"

Ad Size \$ _____ x _____ (# of issues)=\$ _____

Section 1 Total: \$ _____

Section 2: Online Magazine

eGavel

Distribution: Michigan Auctioneers,
 MSAA Members and Worldwide
 (The eGavel is also posted on the
 MSAA website for 1 year!)
Issue Date(s): check all that apply

- Summer Winter
- One size only3"h x 8.5"w

\$100 per issue x _____=\$ _____

Section 2 Total: \$ _____

Section 3: MSAA Online Buyer's Guide

MSAA Online Buyer's Guide
Distribution: Worldwide
Issue Date(s): check all that apply

- \$50 per year (January - December)
- *Attach Buyer's Guide Reservation Form with business information and search category choices.

Section 3 Total: \$ _____

Section 4: MSAA Banner Ads

MSAA Members Only Online Banner Ad
Distribution: All MSAA Members Online
Months: check all that apply

- Jan Feb March April May
 June July Aug Sept Oct
 Nov Dec

- One size only150h x 210w pixels

\$50 per month x _____=\$ _____

Section 4 Total: \$ _____

Total Enclosed

Payment by: Check # _____
 Credit Card (See below)

*Ads will not be processed without payment

To Purchase Your Advertising:

Please complete and return the Advertising Reservation Form along with your payment (U.S. Funds payable to the MSAA) to:

Michigan State Auctioneers Association
4529 Gibbs NW, Grand Rapids, MI 49544

Ph: (616) 785-8288 Email: info@msaa.org
 Web: www.FindMichiganAuctions.com

Credit Card Payment Info. (Please fill in ALL Info)

For Credit Card Verification, please give the billing address for this card.
 Address _____ City _____ State _____ Zip _____
 Name as it appears on Card _____
 Circle Type: MC VISA Discover
 Card Number |_____| |_____| |_____| |_____| |_____| |_____| |_____| |_____| |_____|
 Exp. Date (Required) _____ 3 digit code on back _____
 Authorized Signature _____

Michigan State Auctioneers Association

~ Code of Ethics ~

PREAMBLE

The members of the Michigan State Auctioneers Association (MSAA), being responsible individuals, have an obligation to the Membership, Fellow Auctioneers and the Public to live up to this Code of Ethics.

Inasmuch as the Michigan State Auctioneers Association (MSAA) is the designated Michigan Professional organization for practicing Auctioneers of this State, it is necessary that the membership uphold a strong Code of Ethics to govern the activities of its members. References to Michigan Auctioneers in this Code of Ethics are equally applicable, for disciplinary purposes to all members.

ARTICLE ONE

The MSAA AUCTIONEER should keep informed on matters affecting the Auction Profession in the community, the State and the nation so as to contribute responsibly to public thinking on such matters.

ARTICLE TWO

The MSAA AUCTIONEER is Duty Bound, at all times, to abide by the Laws and Regulations governing the Auction Profession in all jurisdictions of practice.

ARTICLE THREE

The MSAA AUCTIONEER is Duty Bound, at all times, to report any knowledge of ethical violations and improprieties of any MSAA AUCTIONEER to the Chairman of the MSAA Ethics Committee. Failure of any MSAA AUCTIONEER to report a known ethical violation or impropriety of another MSAA AUCTIONEER is, of itself, a violation of this article.

ARTICLE FOUR

The MSAA AUCTIONEER should seek no unfair advantage over other MSAA AUCTIONEERS and should conduct business so as to avoid controversies with other MSAA AUCTIONEERS.

ARTICLE FIVE

In the best interests of society, associates, and ones own business, the MSAA AUCTIONEER should willingly share with other MSAA AUCTIONEERS the lessons of experience and study for the benefit of the public, and should be loyal to the Michigan State Auctioneers Association and active in its work.

ARTICLE SIX

To ensure better service to the seller and prevent misunderstanding, the MSAA AUCTIONEER should enter into written agreements which set forth the specific terms and conditions of the Auction and provide for the exclusive right to sell Real and/or Personal property.

ARTICLE SEVEN

The MSAA AUCTIONEER pledges to protect and promote the interests of the client. This obligation of Absolute Fidelity to the client's interest is primary, but does NOT relieve the MSAA AUCTIONEER of the obligation to treat fairly All parties to the transaction.

ARTICLE EIGHT

The MSAA AUCTIONEER shall NOT accept compensation from more than One party, even if permitted by Law, without the Full knowledge of All parties to the transaction.

ARTICLE NINE

The MSAA AUCTIONEER shall avoid misrepresentation or concealment of pertinent facts. The MSAA AUCTIONEER has an affirmative obligation to disclose adverse factors of Personal knowledge.

ARTICLE TEN

The MSAA AUCTIONEER shall NOT deny equal professional services to any person for reasons of race, color, sex, sexual orientation, religion, age, familial status, national origin, ability or disability. The MSAA AUCTIONEER shall NOT be a party to any plan or agreement to discriminate against a person or persons on the basis of race, color, sex, religion, age, familial status or national origin.

ARTICLE ELEVEN

An MSAA AUCTIONEER is expected to provide the highest level of competent services in those fields in which the MSAA AUCTIONEER customarily engages.

The MSAA AUCTIONEER shall NOT undertake to provide specialized professional services concerning a type of property or service outside the Auctioneers field of competence unless engaging the assistance of one who is competent on such types of property or service, unless the facts are fully disclosed to the client.

Any person engaged to provide such assistance shall be so identified to the client, and such contribution to the assignment shall be set forth.

ARTICLE TWELVE

The MSAA AUCTIONEER shall NOT undertake to provide professional services where the MSAA AUCTIONEER has a present or contemplated interest, unless such interest is specifically disclosed to All affected parties.

ARTICLE THIRTEEN

The MSAA AUCTIONEER, any member of his immediate family, firm, or any other member thereof, or any entity in which they have an ownership interest, shall NOT acquire an interest in, or buy for themselves, property listed with the MSAA AUCTIONEER without making the True position known to the seller.

ARTICLE FOURTEEN

If an MSAA AUCTIONEER is charged with unethical practice, or is asked to present evidence in any disciplinary proceeding or investigation, that MSAA AUCTIONEER shall Promptly place all pertinent facts and information before the Board.

ARTICLE FIFTEEN

When acting as an agent, the MSAA AUCTIONEER shall NOT seek to make a profit on expenditures made on the behalf of his principle-owner, without the principle's knowledge and consent.

ARTICLE SIXTEEN

The MSAA AUCTIONEER shall NOT engage in activities that constitute the unauthorized practice of law and shall recommend that legal counsel be obtained when the interest of Any party to the transaction requires it.

ARTICLE SEVENTEEN

The MSAA AUCTIONEER shall keep a separate special account, in an appropriate financial institution, monies coming into the MSAA AUCTIONEERS possession in Trust for other persons, such as escrow's, trust funds, clients monies and other like items.

ARTICLE EIGHTEEN

The MSAA AUCTIONEER shall be careful, at all times, to present a true picture in advertising and representations to the public. The MSAA AUCTIONEER shall neither advertise without disclosing his name nor permit any associate to use individual names or telephone numbers unless such person's connection with the MSAA AUCTIONEER is obvious in the advertisement.

ARTICLE NINETEEN

The MSAA AUCTIONEER, for the protection of All parties, shall ensure that financial obligations and commitments regarding Auction transactions are in writing, expressing the Exact agreement of the parties. A copy of the agreement shall be furnished to each party.

ARTICLE TWENTY

The MSAA AUCTIONEER shall NOT engage in any practice, or take any action, inconsistent with the agency of another MSAA AUCTIONEER.

ARTICLE TWENTY-ONE

The MSAA AUCTIONEER shall NOT publicly disparage the business practice of a competitor nor volunteer an opinion of a competitor's transaction. If an opinion is sought, and if the MSAA AUCTIONEER deems it appropriate to respond, such opinion shall be rendered with Strict Professional Integrity and Courtesy.

ARTICLE TWENTY-TWO

The MSAA AUCTIONEER shall NOT directly or indirectly solicit the affiliation of an employee or independent contractor in the organization of another MSAA AUCTIONEER without Prior notice to said MSAA AUCTIONEER.

**As Amended January 20, 2003*