

A&H Auction Instructions

1. Prior to auction event, contact the auction organization contact listed in the auction contract (MOA) or the big game regulations to discuss arrival and set up details (If you are bringing a guest please be sure to work with the event sponsor on purchasing a meal ticket. The banquets fill up quickly so contact them early to make sure you can get tickets)
2. Prior to the day of the event ensure that you or another auction attendee has all items on the auction check-list.
3. At the event, prior to the auction, coordinate with the auctioneer to determine who will present the “Quick Facts”, and make certain the auctioneer knows the minimum starting bid amount.
4. Make sure the auctioneer and other auction staff (“flaggers”, phone operators, etc.) know that we will need information from the winning and alternate bidders.
5. Once the tag is sold, immediately go to the winning and alternate bidders and *completely* fill out 2 copies of the Successful Bid and Alternate Bid forms. Have the bidder or phone operator sign both copies. Do not leave any blank lines.
6. Leave 1 copy of each form with the sponsoring organization, and send the other copy back to the A&H Coordinator or Program Assistant.

Notes:

- If there is a problem that needs immediate attention, call Jo Morato at 503-947-6317 during work hours or Isaac anytime on the mobile: 503-871-1892.
- Try to keep close track of what is happening during the bidding. If you suspect anything strange (i.e. the alternate bidder claims he stopped bidding earlier than the auctioneer acknowledged) try to get the name of the auctioneer and make any relevant notes.

Auction Event Check List – 09/20/2017

There will be two identical traveling auction kits

Items for all instate event kits:

- Auction Cooperative Agreement for all events (1 copy for each event)
- Successful and Alternate bid sheet for each event (2 copies for each event)
- Table of auction events with dates, location, event contact phone number and Board Members attending
- Previous bidder list
- Folder of deer photos, tag sales history, hunt information
- Folder of elk photos, tag sales history, hunt information
- Quick Facts Sheets (Deer, Elk and Combo)
- Auction Instruction Sheet
- Big Game Regs. (20 copies)
- Game Bird Regs. (10 copies)
- Raffle Brochure (30 copies)
- UCAP Brochure (30 copies)
- Biennium Report (20 copies)
- WWW.Oregonhuntingmap.com Cards (50+)
- Isaac's Business Cards (10 or so)
- WMU Maps
- Brochure Rack
- DVD of promotional video
- TV/DVD (if applicable)
- TV/DVD instructions (if applicable)
- Gaffing Tape (black tape for cords)
- Extension cord and multi-plug extension
- Table Cloth
- Two Clip Boards
- Extra pens, sticky notes, rubber bands
- Table? (Optional, event is to supply a table, but they usually forget)

TV Instructions

- Connect TV stand to TV.
- Use HDMI cord (the one with wide, flat plugs) to connect DVD player to TV (plug into HDMI 1 port on TV)
- Turn both units on and push play on DVD.
- If the video doesn't come up, use remote to change TV input to HDMI 1
- When video is playing:
 - Press “display” button on DVD remote
 - Select “Play” from the list of options
 - Scroll down and select “repeat”
 - Select “repeat by title” and hit the “display” button again to close menu

Quick Fact Sheet
On the
Governor's Combination Deer and Elk Tag
&
Access and Habitat Program

- The Governor's Combination Deer & Elk Tag provides you with one (1) Statewide Deer Tag and one (1) Statewide Elk Tag.
- These tags are in addition to general season and controlled hunt tags.
- Tags valid for all wildlife management units in the state. See Oregon's 2018 Big Game Regulations for more information and specific closures (Wildlife areas, Refuges and Special Areas)
- You have an extended hunt season from August 1 to November 30, 2018.
- You may use any weapon legal for hunting deer or elk.
- You may choose from Mule Deer, Black-tailed Deer, White-tailed Deer, or Columbia White-tailed Deer -- and either Rocky Mountain or Roosevelt Elk.
- 90% of the proceeds go to Oregon's Access and Habitat Program.
 - Funded over 500 grants since program inception in 1993
 - Opened over 3.5 million acres of private land for public hunting annually.
 - Improved over 1.5 million acres of wildlife habitat on private land.

**Quick Fact Sheet
On the
Statewide Deer Hunt
&
Access and Habitat Program**

- The Statewide Deer Hunt provides you with one (1) Statewide Deer Tag.
- This tag is in addition to general season and controlled hunt tags.
- Tag is valid for all wildlife management units in the state. See Oregon's 2018 Big Game Regulations for more information and specific closures (Wildlife areas, Refuges and Special Areas)
- You have an extended hunt season from August 1 to November 30, 2018.
- You may choose from mule deer, black-tailed deer, white-tailed deer or Columbia white-tailed deer (Columbia whitetail deer can only be hunted in units with established seasons and tags in 2018).
- Any weapon legal for hunting deer in Oregon can be used.
- 90% of the proceeds of the high bid go to Oregon's Access and Habitat Program.
- The Access and Habitat Program's mission is to foster partnerships between hunters and landowners.
- Since the programs inception in 1993, the Access and Habitat Program has funded over 500 grants which have been provided to private landowners, timber and agriculture corporations, sports groups, natural resources agencies, and others for projects designed to improved wildlife habitat and or increase public hunting access to private lands.
- Almost 2 million acres of wildlife habitat have been improved since 1993 and about 5 million acres of public hunting access to private lands has been maintained annually.

**Quick Fact Sheet
On the
Statewide Elk Hunt
&
Access and Habitat Program**

- The Statewide Elk Hunt provides you with one (1) Statewide Elk Tag.
- This tag is in addition to general season and controlled hunt tags.
- Tag is valid for all wildlife management units in the state. See Oregon's 2018 Big Game Regulations for more information and specific closures (Wildlife areas, Refuges and Special Areas)
- You have an extended hunt season from August 1 to November 30, 2017.
- You may hunt Rocky Mountain or Roosevelt elk.
- Any weapon legal for hunting elk in Oregon can be used.
- 90% of the proceeds of the high bid go to Oregon's Access and Habitat Program.
- The Access and Habitat Program's mission is to foster partnerships between hunters and landowners.
- Since the programs inception in 1993, the Access and Habitat Program has funded over 500 grants which have been provided to private landowners, timber and agriculture corporations, sports groups, natural resources agencies, and others for projects designed to improved wildlife habitat and or increase public hunting access to private lands.
- Almost 2 million acres of wildlife habitat have been improved since 1993 and about 5 million acres of public hunting access to private lands has been maintained annually.



SUCCESSFUL BID

Access & Habitat Auction Receipt
Rocky Mountain Elk Foundation
Gold Beach, Oregon

STATEWIDE ELK HUNT

Bag Limit: One Elk

Open Season: August 1, 2018 - November 30, 2008

Open Area: Any area within Oregon wildlife unit boundaries as defined in the 2018 Oregon Big Game Regulations (*federal refuges and specific area closures defined in the 2008 Oregon Big Game Regulations pages 100-101 are excluded from hunt area*)

Weapon: Any weapon legal for elk hunting

BID AMOUNT \$ _____

Auction Date: February 2, 2018

Bidder Name: _____ Phone No: _____

Signature of [Bidder/Phone Operator]: _____
(Circle One)

Tag Holder Name: _____

Tag Holder Address: _____

Tag Holder's Phone No: _____

Successful bidders must notify the Department of Fish and Wildlife *immediately* upon the conclusion of the auction event of the name, mailing address, and telephone number(s) of the individual to whom the 2018 Statewide Elk Tag shall be issued; should the winner fail to meet this timeframe, the tag shall be offered to the alternate bidder at the alternate bid price.

Submittal of the winning bid shall be made to Rocky Mountain Elk Foundation.

Hunt winner must obtain a 2018 Oregon hunting license before the Statewide Elk Tag can be issued.

Bid Received By: _____
(A&H Representative)



ALTERNATE BID

Access & Habitat Auction Receipt

Rocky Mountain Elk Foundation, Curry Coastal
Gold Beach, Oregon

STATEWIDE ELK HUNT

Bag Limit: One Elk

Open Season: August 1, 2018 - November 30, 2018

Open Area: Any area within Oregon wildlife unit boundaries as defined in the 2018 Oregon Big Game Regulations
(federal refuges and specific area closures defined in the 2018 Oregon Big Game Regulations pages 100-101 are excluded from hunt area)

Weapon: Any weapon legal for elk hunting

ALTERNATE BID AMOUNT \$ _____

Auction Date: February 2, 2018

Bidder Name: _____ Phone No: _____

Signature of [Bidder/Phone Operator]: _____
(Circle One)

Alternate Tag Holder Name: _____

Alternate Tag Holder Address: _____

Alternate Tag Holder's Phone No: _____

Successful bidders must notify the Department of Fish and Wildlife *immediately* upon the conclusion of the auction event of the name, mailing address, and telephone number(s) of the individual to whom the 2018 Statewide Elk Tag shall be issued; should the winner fail to meet this timeframe, the tag shall be offered to the alternate bidder at the alternate bid price.

Submittal of the winning bid shall be made to Rocky Mountain Elk Foundation.

Hunt winner must obtain a 2018 Oregon hunting license before the Statewide Elk Tag can be issued.

Bid Received By: _____
(A&H Representative)



COOPERATIVE AGREEMENT

2018 Access and Habitat Auction Program

This Cooperative Agreement (CA) is made and entered into by and between **Mule Deer Foundation (MDF)**, a non-profit Oregon sportsmen’s organization, and the State of Oregon, acting by and through its **Oregon Department of Fish and Wildlife (Department)**, an executive agency of Oregon State Government.

I. AUTHORITY

ODFW enters into this Agreement under the authority of ORS 496.146 (11) and ORS 497.112 (2) (d).

II. PURPOSE

The purpose of this MOA is to provide for cooperative efforts between MDF and the Department to organize and conduct a live auction event sponsored by MDF at its annual banquet in 2018 (See Section IV). Auction proceeds that accrue to the Department will be used to fund public hunting access and habitat improvement projects recommended by the Oregon Access and Habitat (A&H) Board and approved by the Oregon Fish and Wildlife Commission. Auction proceeds that accrue to MDF will be used for hunter promotion/access and wildlife conservation projects and activities in Oregon.

III. INTRODUCTION

Both the Department and MDF have responsibilities and interests in the management of wildlife and wildlife habitat in Oregon. The parties agree that wildlife and wildlife habitat need to be managed for many scientific, aesthetic, and recreational reasons, including hunting. MDF is a non-profit organization in accordance with IRS statutes 501(c)(3).

IV. MULE DEER FOUNDATION SHALL:

- A. Provide auction organization, administration, suitable building, and operation expertise in which to conduct a live auction. MDF shall conduct a live auction for the following Department A&H hunt tag and agree that the information below will be published in the ODFW Big Game Regulations and any other publications associated with the auction:

(1) *Statewide Deer Hunt*

Number of hunts to be auctioned ----- One (1) hunt
 Bag Limit ----- One (1) deer
 Location ----- Salt Palace Convention Center, Salt Lake City, UT
 Date/Time ----- February 9, 2018 at 9:00 p.m. PST
 Contact ----- Ken Hand (541) 281-2224

- B. Arrange for and provide any necessary compensation to an auctioneer and ring crew for the auction event listed above in Section IV., A., (1).
- C. Provide telephones and coordinate convention committee staff to accept phone bids for the auction of the A&H hunt tag.

- D. Provide a list of all registered telephone bidders and phone numbers to the Department via email or fax at least 24 hours prior to scheduled auction event.
- E. Advertise the auction where and when feasible, including MDF publications.
- F. Provide two A&H representatives with a ticket to the fundraising event at the state per diem rate of \$25.50 each.
- G. Allow members of the public to access the banquet listed in Section IV., A., (1) for the duration of the A&H tag auction, free of charge, if so requested.
- H. Provide a display area and allow A&H representatives to present information about the A&H hunt tag and program to attendees prior to auction of the A&H hunt tag.
- I. Display PowerPoint slides provided by the Department during the presentation and auction of the A&H hunt tag, if such technology is available.
- J. Ensure that the auctioneer's starting bid price for the Statewide Deer Hunt tag is greater than the minimum acceptable bid price (\$2,000).
- K. Ensure the auction is conducted in an equitable fashion and that all bids are accepted in good faith of attempting to purchase the tag, by requiring the auctioneer and ring crew to follow this specific protocol:
- All bidders (including phone and internet) for the A&H tag must have a bidder card with; bidder number, full name, mailing address and phone number(s) of the intended purchaser of the tag. This card in a high visibility color can be used as the visual indicator below.
 - A visual indicator will be used to identify the current high bidder at all times during the auction of the A&H hunt tag (example: spotter keeping a bidder card raised until the bidder has been outbid).
 - Upon the conclusion of the auction of the A&H hunt tag, the auctioneer must verbally and/or visually identify the winning (highest) bidder number, the alternate (next highest) bidder number, and both the winning and alternate bid amounts.
- L. Ensure that individuals, agents, corporations, or others that submit the winning (highest) bid for the tag provide the full name, mailing address, and telephone number(s) of the individual to whom the tag will be issued to the A&H representative ***immediately upon the conclusion of the auction of such tag.***
- M. Ensure that individuals, agents, corporations, or others that submit the alternate (next highest) bid for the tag provide the full name, mailing address, and telephone number(s) of the alternate bidder to the A&H representative ***immediately upon the conclusion of the auction of such tag.***
- N. Accept full payment of the winning auction bid made payable to Mule Deer Foundation.

- O. Upon provision of the winning and alternate bid information to the Department, retain a maximum of ten percent (10%) of the tag winning bid price to be dedicated to MDF hunter promotion and wildlife conservation projects and activities in Oregon.
- P. Forward a minimum of ninety percent (90%) of the tag winning bid price to the Department by cashier's check or certified check, within twenty (20) working days of the date of the auction. The check will be mailed to 4034 Fairview Industrial Drive NE, Salem, OR 97302 and will include a copy of the Attachment A of this agreement.
- Q. Notify the Department five (5) days prior to the scheduled event if MDF is not able to fulfill their obligation to conduct the auction at the time and location indicated in Section IV., A., (1). Notification shall be by certified mail or delivered in person.

V. THE DEPARTMENT SHALL:

- A. Provide one (1) Statewide Deer Hunt tag for MDF banquet listed in Section IV., A., (1). See Attachment (A) for tag description, season dates, bag limit, and hunt area.
- B. Provide MDF with bid sheets to document the winning and alternate bid information.
- C. Provide an A&H representative to attend the banquet and administer/promote the hunt tag auction at the MDF banquet.
- D. Provide MDF with PowerPoint files at least one week prior to the auction event, if such technology is available.
- E. Distribute auction hunt promotional brochures to MDF, Department offices, license agents, and interested members of the public.
- F. Publish paid advertisements for the 2018 auction program. Publicize the auction program and the MDF event in the 2018 Oregon Big Game Regulations, in sportsmen and wildlife conservation magazines, and on the Department's website.
- G. Provide news releases to instate media notifying the public of the MDF auction event.
- H. Reserve the right to accept or reject any or all A&H auction tag bids.
- I. At its discretion, reject the winning (highest) bid and offer the A&H Statewide Deer Hunt tag to the alternate (next highest) bidder if the full amount of the winning (highest) bid is not paid as required by OAR 635-090-0140(5)(d).
- J. Issue the Statewide Deer Hunt tag to the winner who meets all criteria specified herein, including having a valid hunting license.

VI. LIABILITY

Each party agrees that it will be responsible for its own acts and the results thereof and shall not be responsible for the acts of the other party and the results thereof. Each party therefore agrees that it will assume all risk and liability to itself, its agents or employees, for any injury to persons or property resulting in any manner from conduct of its own operations, and the operations of its agents, or employees, under the agreement, and for any loss, cost, damage, or expense resulting at any time from any and all causes due to any act or acts, negligence or the failure to exercise proper precautions, of or by itself or its own agents or its own employees, while occupying or visiting the premises under and pursuant to this agreement. The Department is responsible to the extent permitted by the Oregon Tort Claims Act (ORS 30.260-30.300) only for the acts, omissions, or negligence of its own officers, employees or agents.

VII. INDEMNITY

MDF shall defend, save and hold harmless the State of Oregon and the Department, their officers, agents, and employees, from all claims, suits, or actions of whatsoever nature resulting from or arising out of the activities of the MDF or its agents or employees under this agreement.

VIII. INSURANCE

MDF shall hold and maintain these types of insurance during the term of this Agreement. MDF must present certificates of insurance to ODFW showing compliance of these requirements.

- a) Commercial General Liability, with a combined single limit, or the equivalent of \$1,000,000 each occurrence for bodily injury and property damage.
- b) Worker's Compensation, as required by ORS 656.

IX. TERM

This agreement is effective the date of last signature and shall terminate on May 13, 2018, unless terminated sooner as provided herein. This agreement may be terminated by mutual written consent signed by both parties, or by either party upon thirty (30) days notice, in writing, delivered by certified mail or in person.

X. NOTICE

- A. This agreement may be amended by the parties only by written instrument signed by the duly Authorized officials of both parties and referencing this Agreement by parties and date of final signature.
- B. Any notice to be given under the terms and conditions of this agreement shall be sufficient if in writing and delivered personally or mailed to both parties as follows:

Auction Organization Contact

Ken Hand

Mule Deer Foundation

Department Program Manager

Isaac Sanders

Oregon Department of Fish and Wildlife

4716 Driftwood Drive
Klamath Falls, OR 97603
(541)281-2224
ken@muledeer.org

4034 Fairview Industrial Drive SE
Salem, OR 97302
(503) 947-6087
isaac.r.sanders@state.or.us

XI. COUNTERPARTS

This Agreement may be executed in several counterparts (including facsimile or scanned image), all of which when taken together constitute one agreement binding on The Department and MDF, notwithstanding that all parties are not signatories to the same counterpart. Each copy of this Agreement so executed constitutes an original.

XII. AGREEMENT BINDING

This agreement shall be binding on and inure to the benefit of the parties and their respective successors and or assigns.

Mule Deer Foundation

Oregon Department of Fish and Wildlife

Name:
Title:

Date: _____

Cameron Smith
Deputy Director for Administration

Date: _____

ATTACHMENT A

2018 ACCESS & HABITAT AUCTION PROGRAM

**Description of A&H Hunt Tag to be Auctioned at the
MDF Annual Banquet
on
February 9, 2018 at 9:00pm
at the Salt Palace Convention Center in Salt Lake City, UT**

STATEWIDE DEER HUNT

Bag Limit: One (1) Deer
Open Season: September 1, 2018 through November 30, 2018
Open Area: Any area within Oregon wildlife unit boundaries as defined in the 2018 Oregon Big Game Regulations; except federal refuges and specific area closures as defined in the 2018 Oregon Big Game Regulations.
Weapon: Any weapon legal for Deer hunting as provided in OAR Chapter 635, Division 65

A copy of this Attachment A must be attached to the check when mailed to the Department as stated on Section IV, P. of this agreement.