



Auction Anything Upload Requirements

Below is a list of things needed for a successful Auction Anything upload. We need this information 24 hours before your scheduled upload.

1. URL of Auction anything website
2. Username and Password for Auction Anything Administrator
3. Email address of administrator
4. Start and End date/time(s). Times need to be EST
5. Make sure your categories are set up in Auction Anything and that you provide us the four digit corresponding category number

Below is a list of things that must be complete prior to the Auction Anything upload.

1. Run Picture Audit
2. Run Value Audit
3. Run Date Audit
4. Run Special Start Audit
5. Make sure the online box is checked for all items
6. List of Multi Items to go online in separate categories
7. One item should be entered for each multi-item with the qty field filled in and special start is the multi item value

You do not have to be at the office during your upload; however, we will need the cell phone of the main contact in case of questions. After the upload, the items uploaded will no longer appear in your Auction Source catalog. **You need to make sure all of your set up questions you answered for Auction Anything are correct.**