

## Visitation Merrie Market Online Auction

### Instructions for signing in to view or bid on items:

- Click on “Sign In Here”
- Click on “Find Existing Record” (lower left of screen)
- Enter the Search Criteria
  - First Name (please enter your proper name)
  - Last Name
  - Street **Numbers** or P.O. **Numbers** (Not the street name)
  - Email Address
- Click on “Find My Record”
- **IF YOU ARE IN OUR DATABASE, DO THE FOLLOWING**
- On the Update Record Screen, enter Password and confirm. (Family members share a password)
- When you are entered you will be sent back to the home page; you may now view and bid on items!
- **IF YOU DO NOT HAVE AN EXISTING RECORD, DO THE FOLLOWING**
- You will be taken to a New Record screen. Enter your name, address, and email address. You will be asked to enter a password, twice.
- When you are entered you will be sent back to the home page; you may now view and bid on items.

Visit the online catalog for fabulous items. We update often.  
You can even create a wish list of items or email items to friends.

Online Auction Opens for Bidding on February 22, 2010.

Our Basket Auction & Family Night will be held at Visitation on Friday, March 5, 2010.  
You will find our Salesian Corner, Extra Special and Live Auction at Visitation during the Gala on Saturday, March 6, 2010.

Check out the Catalog at:  
<http://visitation.maestroweb.com/>

There is also a link in the upper right corner of the Vis web site ([www.visitation.net](http://www.visitation.net)).