



live auction - paddle raise - drink tickets - wine pulls - event games

Create place holder auction items for pay to play games and other "money makers" at your event. Easily record "who buys what" on the tracking sheets at each game/bid/purchase location. Finally, enter those results into Silent Auction Pro to generate invoices for your guests.

1 Create tracking sheets

Auction Items & Catalog > Auction Types, Categories & Tags

1. Create an auction type for your game or activity.
2. Be sure the tracking sheet option is set to YES.
3. Convert your donation(s) into a auction item(s) using the correct auction type.

No matter which auction path you choose, you can create a new auction type on the fly. Be sure to enable tracking sheets!

2 Print tracking sheets

Print all your required tracking sheets: live auction, drink tickets, wine pull, etc. before your event. Volunteers in charge will record bid "winner" and amount on the tracking sheet!



Live Auction Tracking Sheet

Demo Group - Reach For the Stars Auction

Item Number	Bid Winner	Amount	Auction Item Title
A2	325	\$1500	Lift Your Spirits
A3	203	\$2200	Hit the Slopes in Style!
A4	930	\$3725	Ocean Front Cabo Condo for 5 Nights
A137	803	\$7200	Blissful Escape Along Hawaii's Kohala Coast
A140	361	\$3600	Las Vegas Will Amuse and Amaze!

Auction Items & Catalog > Printed Auction Material.

1. In the Printed material section, click Select a tracking sheet...



Tracking sheets

Live Auction

Print a Donate / FAN Tracking sheet with rows



Fund-a-need (FAN) cash pledge tracking sheets can be formatted and printed on the fly!

1. From the Printed material section, Print a Donate/FAN Tracking sheet...
2. Select desired number of rows and click Print.



Pro Tip: Tracking sheets print by AUCTION TYPE!

Go to the [Enter Bid Results QRC](#) for how to enter these results into Silent Auction Pro