

## **BID SHEET GUIDE**

A bid sheet is used by members, leaders and/or a parent to secure livestock bids on 4-H market animals.

A bid sheet is a guide for a person wishing to purchase a market animal for a prospective buyer that authorized the purchase with certain limitations regarding the dollar amount to be paid for the animal.

Step by Step:

1. A representative should promote the livestock sale to businesses and individuals to purchase an animal.
2. When a buyer wishes to purchase an animal, but indicates they will be unable to take part at the auction you should suggest the use of the “bid sheet.”
3. To purchase more than one animal, fill out a bid sheet for each animal they would like to purchase.
4. **Fill out the bid sheet with the business individual interested, authorized and responsible for payment of the purchase of the animal. Include a phone number to be reached at.**

**The amount of Bid** ~ Indicate the amount that the prospective buyer is willing to pay for an animal per pound. All animals except poultry and rabbit are sold on a per pound basis.

5. LIVE WEIGHT WANTED - The prospective buyer needs to indicate the “estimated” pounds they are willing to bid on. The person bidding for the buyer should stay within the range suggested.
6. 4-H MEMBER NAME - If a prospective buyer wants to purchase a particular animal they should indicate so by listing the member name. The buyer should be aware that they might not be the top bidder for the animal with the suggested bid and live weight desired.
7. ARRANGEMENTS - The prospective buyer must indicate where the animal will be processed.
8. POTENTIAL BUYER MUST sign form to give authorization to have the Sales Committee representative bid for them. Submit the form to the Extension Office or email it to [lewisclark@montana.edu](mailto:lewisclark@montana.edu) by **Wednesday, July 24<sup>th</sup> at 12:00 p.m.**
9. **PAYMENT** - The prospective buyer must be aware that if they are successful in their bid for the animal payment is due on the day of sale unless prior arrangements have been made with the Sales Office. Checks are to be made to: *Lewis and Clark 4-H Livestock Sale.*

**Lewis and Clark 4-H Council  
100 West Custer Avenue  
Helena, MT 59602  
406.447.8346**

**4-H Livestock Sale**  
9:00 a.m., Saturday, July 27, 2024  
Multi-Purpose Building Sale Arena

<u>Amount of Bid</u>			<u>Bid Live Weight Wanted:</u>	
Beef	_____	Per Pound	_____	Lbs.
Hog	_____	Per Pound	_____	Lbs.
Lamb	_____	Per Pound	_____	Lbs.
Goat	_____	Per Pound	_____	Lbs.
Poultry	_____	Per Pen of 5	_____	Flat fee
Rabbit	_____	Per Pen of 3	_____	Flat fee

I would like to bid on \_\_\_\_\_'s animal.  
(4-H member's name)

I want this member's animal at any cost. \_\_\_\_\_

**Signature required.**

All animals, except poultry and rabbit, will be processed, cut, and packaged completed by the processor of your choice:

K&S Meats (Beef & Swine Only)  Old Salt (Sheep & Goat Only)  Tizer (All Species)  Home   
Montana City Meats (All species)

Poultry and rabbit processing are the buyer's responsibility.

Name (print clearly): \_\_\_\_\_

Phone: \_\_\_\_\_(cell)

Address: \_\_\_\_\_

E-mail: \_\_\_\_\_

Re-Bid: Buyer donates the animal back which is auctioned again with the money going to the 4-H Foundation. Buyer does not pay slaughter fee and will not receive the meat.

Resale: Buyer pays full sale price at auction and receives back market price. Buyer does not pay slaughter fee and will not receive the meat.

Should my bid be accepted, I understand that payment is due to Lewis & Clark 4-H Livestock Sale on the day of sale unless prior arrangements have been made with the Sales Office.

Signature of Buyer: \_\_\_\_\_

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Signature of person presenting bid: \_\_\_\_\_