



To Future CarMax Auction Customers:

Thank you for your interest in CarMax Auctions. Please find attached our auction registration packet that will allow you, once approved, to buy cars at the auction. Keep in mind that you will have 48 hours from the time of purchase to pay for and remove your vehicles. Also, once you are registered with CarMax Auctions, you may participate at any of our Dealer Only auctions throughout the country.

Depending on your desired pay-type, please follow the instructions below:

**Cash/Certified Funds or AFC Floorplan – Only:** (see page 2)

Our **Cash / AFC Express** form is a quick and easy way to register and can be done the day of the auction. The one page form must be completed and submitted with the following documents.

- Copy of Dealers License
- Copy of Drivers License or other Government Issued picture ID (for each representative)
- Copy of Salesmans License required for each authorized representative for dealerships that are located in CA/DC/MD/NC/NV/OK/TN/UT (not required for owners of dealerships located in CA/NV/OK/TN)
- A buyer's license is required for all representatives wishing to buy in Wisconsin.
- *Florida Only* – Florida Resale Certificate
- *Declaration of Export Status and Addendum Wholesale Sales (If applicable)*
- Tax Exempt form

**Check/Draft Application:** (pages 3-6)

Our **Check/Draft** application, typically takes 5-7 business days to process once all necessary documents have been received by our Corporate office. The forms must be completed and submitted with the following documents:

- State Dealer License or Proof of Renewal
- Company Check
- Drivers License or other Government Issued picture ID (for each representative)
- State Salesman's License required for each authorized representative for dealerships that are located in CA/DC/MD/NC/NV/OK/TN/UT (not required for owners of dealerships located in CA/NV/OK/TN)
- A buyer's license is required for all representatives wishing to buy in Wisconsin.
- Copy of Bond **(if applicable)**
- Draft Envelope **(if applicable)**
- *Florida Only* – Florida Resale Certificate
- *Declaration of Export Status and Addendum Wholesale Sales (If applicable)*
- Tax Exempt form

**Please fax and return the original of either application, along with all required documents to:**

**CarMax Corporate Offices  
12800 Tuckahoe Creek Parkway  
Richmond, VA 23238-1115  
Attn: Auction Services**

**Auction Info Line: 1-888-804-6604  
Auction Fax Line: 1-866-360-0398  
General Information: [www.carmaxauctions.com](http://www.carmaxauctions.com)**

We currently run Dealer Only auctions at most of our CarMax stores throughout the country. We are proud of our 97% sales rate and feel that our auctions can be a great source of vehicles for you.

Once again, thank you for your interest and we look forward to seeing you at a future auction.

Sincerely,  
CarMax Auction Services

# CASH / AFC EXPRESS

## DEALER REGISTRATION APPLICATION

Dealership Name: \_\_\_\_\_ Bus. Phone ( ) \_\_\_\_\_  
Physical Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
E-Mail Address: \_\_\_\_\_  
FAX# ( ) - /To be used to receive run lists and promotions

Do you want to use:  Cash  AFC Floorplan

Is the Dealer an:  Individual  Partnership  Limited Liability  Corporation  
FEI# (TIN) \_\_\_\_\_ State Sales Tax#: \_\_\_\_\_

**By signing below, under penalties of perjury, I certify that:**

1. The number shown on this form is my correct taxpayer identification number, and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. Person

**Certification Instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return.**

The IRS does not require your consent to any provision of this document, other than the certification required to avoid backup withholding.

After you satisfactorily complete this form and provide the documents listed below, you will be entitled, through the authorized agents listed below, to purchase at CarMax auctions. The only form of payment that will be accepted is cash, certified funds or electronic fund transfers (**we do not accept Money Orders**). Payment must be made within 48 hours of purchase.

By signing below, the Dealer agrees that the below mentioned agent(s) are added as authorized agents(s) of for purposes of binding Dealer in making purchases from CarMax and for binding Dealer by the terms of this Application. You further warrant and represent that Dealer is properly licensed in its resident state and that all vehicles purchased from CarMax are being purchased solely for resale by Dealer to Dealer's customers in the ordinary course of Dealer's business. Also, by providing your fax number above, you give your express consent to receive CarMax's auction runlists via facsimile.

By signing below, you (I) agree to be bound by the CarMax Auction Policies (which are incorporated herein by this reference) as then in effect, which policies are posted and/or distributed at CarMax Auctions (or will be provided to you upon your request) and which policies may be amended by CarMax at any time; (II) assume any and all risks associated with attending a CarMax Auction; and (III) agree that neither CarMax nor any of its affiliates, subsidiaries, directors, officers, employees or agents shall have any liability for any loss of any kind or character whatsoever arising out of, resulting from, or in any way connected with your attendance at any CarMax Auction or presence at a CarMax facility or auction premises.

Name of Authorized Agent: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
SS#: \_\_\_\_-\_\_\_\_-\_\_\_\_ Driver's License #/State: \_\_\_\_/\_\_\_\_ Mobile Phone: ( ) \_\_\_\_\_  
Complete Home Address: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

**Signature of Authorized Agent:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**Owner/Officer Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

Name of Authorized Agent: \_\_\_\_\_ Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
SS#: \_\_\_\_-\_\_\_\_-\_\_\_\_ Driver's License #/State: \_\_\_\_/\_\_\_\_ Mobile Phone: ( ) \_\_\_\_\_  
Complete Home Address: \_\_\_\_\_ Home Phone: ( ) \_\_\_\_\_

**Signature of Authorized Agent:** \_\_\_\_\_ **Title:** \_\_\_\_\_  
**Owner/Officer Signature:** \_\_\_\_\_ **Title:** \_\_\_\_\_

### Documents

To process this application, please **fax** this form along with the following documents to 1-866-360-0398. Questions?, Call: 1-888-804-6604

- Driver's license(s) or other Government Issued Picture ID card for representatives listed above.
- For dealerships located in CA/DC/MD/NC/NV/OK/TN/UT – Salesman's license(s) for all representatives listed above (CA/NV/OK/TN do not require a salesman license for owners).
- A buyer's license is required for all representatives wishing to buy in Wisconsin.
- Photocopy of your State Dealer License or proof of renewal.
- State Tax Exemption Form.

# CHECK/DRAFT

## DEALER REGISTRATION APPLICATION

Dealership Name: \_\_\_\_\_ Bus. Phone (\_\_\_\_) \_\_\_\_\_  
Physical Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_  
Mailing Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_\_  
Do you export?  Yes  No Date Dealer Originated: \_\_\_\_\_  
Fax #: (\_\_\_\_) \_\_\_\_\_ To be used to receive run lists and promotions  
E-mail Address: \_\_\_\_\_  
Do you want to use:  Cash  Checks  Drafts  AFC Floorplan

Is the Dealer an:  Individual  Partnership  Limited Liability  Corporation (if so, State \_\_\_\_ Date \_\_\_\_)  
FEI# (TIN) \_\_\_\_\_ State Sales Tax#: \_\_\_\_\_

**By signing below, under penalties of perjury, I certify that:**

1. The number shown on this form is my correct taxpayer identification number, and
2. I am not subject to backup withholding because: (a) I am exempt from backup withholding, or (b) I have not been notified by the Internal Revenue Service (IRS) that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS has notified me that I am no longer subject to backup withholding, and
3. I am a U.S. citizen or other U.S. Person

**Certification Instructions: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you have failed to report all interest and dividends on your tax return.**

The IRS does not require your consent to any provision of this document, other than the certification required to avoid backup withholding.

**CARMAX IS HEREBY AUTHORIZED AT ANY TIME AND FROM TIME TO TIME TO OBTAIN A CREDIT REPORT, CIVIL JUDGEMENT REPORT AND/OR CRIMINAL BACKGROUND CHECK ON EACH INDIVIDUAL AND ENTITY SIGNING THIS FORM.**

CarMax uses the information sought herein solely for purposes associated with the Dealer's activities relative to the auctions, including, but not limited to, the completion of tax forms and vehicle transactions.

By signing below, you warrant and represent to CarMax that you are an authorized representative of the above-mentioned Dealer for purposes of binding Dealer in making purchases from CarMax and for binding Dealer by the terms of this Application. You further warrant and represent that Dealer is properly licensed in its resident state and that all vehicles purchased from CarMax are being purchased solely for resale by Dealer to Dealer's customers in the ordinary course of Dealer's business. Also, by providing your fax number above, you give your express consent to receive CarMax's auction runlists via facsimile.

By signing below, you (I) agree to be bound by the CarMax Auction Policies (which are incorporated herein by this reference) as then in effect, which policies are posted and/or distributed at CarMax Auctions (or will be provided to you upon your request) and which policies may be amended by CarMax at any time; (II) assume any and all risks associated with attending a CarMax Auction; and (III) agree that neither CarMax nor any of its affiliates, subsidiaries, directors, officers, employees or agents shall have any liability for any loss of any kind or character whatsoever arising out of, resulting from, or in any way connected with your attendance at any CarMax Auction or presence at a CarMax facility or auction premises.

**LIST OF OWNERS, PARTNERS OR OFFICERS**

Name \_\_\_\_\_ Title \_\_\_\_\_ SS#: \_\_\_\_\_ - -  
Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone # (\_\_\_\_) \_\_\_\_\_ Mobile Phone # (\_\_\_\_) \_\_\_\_\_  
U.S. Citizen  Yes  No Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
**Signature** \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ SS#: \_\_\_\_\_ - -  
Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone # (\_\_\_\_) \_\_\_\_\_ Mobile Phone # (\_\_\_\_) \_\_\_\_\_  
U.S. Citizen  Yes  No Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
**Signature** \_\_\_\_\_

Name \_\_\_\_\_ Title \_\_\_\_\_ SS#: \_\_\_\_\_ - -  
Home Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Home Phone # (\_\_\_\_) \_\_\_\_\_ Mobile Phone # (\_\_\_\_) \_\_\_\_\_  
U.S. Citizen  Yes  No Date of Birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
**Signature** \_\_\_\_\_

## Bank Reference Authorization Form

Dear Sirs or Madams:

I hereby authorize the following list of Bank/Creditors to release my business banking/credit information including, but not limited to, business checking accounts, money market accounts, secured and unsecured loans, credit lines, draft collection, and floor plans to Carmax The Auto Superstore.

Bank/Creditor Name	ADDRESS	TELEPHONE#

A copy of this request remains on file at the CarMax Corporate office and you may release this information for their confidential use, as required, until I notify you to the contrary.

Thank you for your assistance.

Best regards,

BY: \_\_\_\_\_  
Signature
Date

\_\_\_\_\_

Title

\_\_\_\_\_

Company Name

### BUSINESS CREDIT INFORMATION

Bank \_\_\_\_\_ Bank Phone # (\_\_\_\_) \_\_\_\_\_ Contact Name: \_\_\_\_\_  
 Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

**CREDIT REFERENCES: Attach additional page for credit references if necessary.**

Type	Account #	Bank Name/Phone # (if different from above)	Name on account
Business Checking			
Business Checking			
Business Loan			
Floor Plan			
Other:			

## UNCONDITIONAL CONTINUING GUARANTY

In consideration of CarMax The Auto Superstore allowing Dealer to buy motor vehicles from CarMax, the undersigned in the undersigned's representative capacity on behalf of Dealer, and individually, jointly and severally, guarantees full payment of any debts (including, principal, interest, late charges, collection costs, attorney fees and the like) of Dealer to CarMax, including any checks or drafts issued by Dealer or any of Dealer's representatives, together with all costs and expenses incurred by CarMax in collecting or attempting to collect such debt. This is a guaranty of payment, not of collection.

All vehicles sold or consigned to Dealer are the sole responsibility and liability of Dealer and risk of loss passes at the time of sale or consignment. A vehicle is considered sold to Dealer when the Bill of Sale is signed.

The undersigned acknowledges and agrees that CarMax shall have the right, in its sole discretion, to refuse to transact business with Dealer, to modify or release any and all collateral security, to extend or modify time of payment and to settle or compromise with Dealer, without notice to the undersigned and without discharging or affecting the liability of the undersigned hereunder. This guaranty is a continuing guaranty and the undersigned hereby waives notice of acceptance of the guaranty and presentment, demand, protest, and any notice of non-payment or dishonor and further waives notice of sale or other disposition of collateral or security withheld or hereafter acquired by CarMax. The bankruptcy or any assignment in favor of Creditors of Dealer shall not affect the enforceability of this agreement. The undersigned further agrees that CarMax will not be required to pursue or exhaust any of its rights or remedies against the Dealer or the undersigned, or any of them, with respect to payment of the debts or to pursue or exhaust, or preserve, any of its rights or remedies with respect to any collateral, security or other guarantees given to secure payment of the debts, or to take any action of any sort, prior to demanding payment from or pursuing its remedies against Dealer and/or the undersigned. The undersigned agrees to furnish true and complete financial statements from time to time at the request of CarMax and agrees that failure to furnish such statements may constitute or be deemed to constitute a default hereunder.

This instrument shall bind the respective heirs, executors, administrators and assigns of the undersigned, and shall inure to the benefit of CarMax, its successors, assigns and subrogees.

A facsimile of an executed copy of this Unconditional Continuing Guaranty shall be deemed an original for purposes of enforcement hereof and all other purposes.

Where there is more than one signatory to this agreement, each signatory shall be jointly and severally liable under this agreement. The undersigned is duly authorized to execute this Guaranty on behalf of Dealer. This Guaranty shall be governed and construed in accordance with the laws of the Commonwealth of Virginia without regard to its conflict of laws rules. Any dispute arising hereunder shall be adjudicated in a court of competent jurisdiction located in the Commonwealth of Virginia.

IN WITNESS WHEREOF the undersigned has hereunto set his/her hand and seal hereon.

**Dealer Name:** \_\_\_\_\_

**Corporation**  **Partnership**  **Limited Liability Company**  **or Sole Proprietor**

**Signature:** \_\_\_\_\_ (**MUST** be an Officer, Partner or Owner)

**Printed Name and Title:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### THE FOLLOWING SECTION MUST BE COMPLETED BY NOTARY

STATE OF \_\_\_\_\_ { S E A L }

COUNTY OF \_\_\_\_\_

Subscribed or acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

Notary Public: \_\_\_\_\_

My commission expires: \_\_\_\_\_

# AUTHORIZED AGENT(S)

By signing below, you (I) agree to be bound by the CarMax Auction Policies (which are incorporated herein by this reference) as then in effect, which policies are posted and/or distributed at CarMax Auctions (or will be provided to you upon your request) and which policies may be amended by CarMax at any time; (II) assume any and all risks associated with attending a CarMax auction; and (III) agree that neither CarMax nor any of its affiliates, subsidiaries, directors, officers, employees or agents shall have any liability for any Loss of any kind or character whatsoever arising out of, resulting from, or in any way connected with your attendance at any CarMax Auction or presence at a CarMax facility or auction premises.

The following person(s) is (are) an authorized agent(s) to buy/sell on behalf of Dealer:

Name of Authorized Agent: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
SS#: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Driver's License # /State: \_\_\_\_ / \_\_\_\_ Mobile Phone: \_\_\_\_ ( \_\_\_\_ ) \_\_\_\_  
Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_ ( \_\_\_\_ ) \_\_\_\_  
Signature of Authorized Agent: \_\_\_\_\_  
Signature of Officer, Partner, Member or Owner: \_\_\_\_\_

Printed Name and Title:  
(Authorization is not effective without signature, name and title.) \_\_\_\_\_

Name of Authorized Agent: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
SS#: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Driver's License # /State: \_\_\_\_ / \_\_\_\_ Mobile Phone: \_\_\_\_ ( \_\_\_\_ ) \_\_\_\_  
Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_ ( \_\_\_\_ ) \_\_\_\_  
Signature of Authorized Agent: \_\_\_\_\_  
Signature of Officer, Partner, Member or Owner: \_\_\_\_\_

Printed Name and Title:  
(Authorization is not effective without signature, name and title.) \_\_\_\_\_

Name of Authorized Agent: \_\_\_\_\_ Date of Birth: \_\_\_\_ / \_\_\_\_ / \_\_\_\_  
SS#: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Driver's License # /State: \_\_\_\_ / \_\_\_\_ Mobile Phone: \_\_\_\_ ( \_\_\_\_ ) \_\_\_\_  
Home Address: \_\_\_\_\_ Home Phone: \_\_\_\_ ( \_\_\_\_ ) \_\_\_\_  
Signature of Authorized Agent: \_\_\_\_\_  
Signature of Officer, Partner, Member or Owner: \_\_\_\_\_

Printed Name and Title:  
(Authorization is not effective without signature, name and title.) \_\_\_\_\_

## **Did you remember to include:**

### **For Check/Draft:**

- Dealer Application - (Pages 3 - 6)
- Copy of Dealer License
- Copy of Driver's License(s) - For all Representatives
- Copy of Salesman License(s) - For all Representatives (If applicable)
- A Buyer's License is required for all Representatives wishing to buy in Wisconsin
- Copy of Business Check
- Copy of Draft Envelope (If applicable)
- Copy of Bond (If applicable)
- Tax Exempt Form
- Declaration of Export Status and Addendum Wholesale Sales (If applicable)

### **For Cash/AFC:**

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- Copy of Dealer License
- Copy of Driver's License(s) - For all representatives
- Copy of Salesman License(s) - For all representatives (If applicable)
- A Buyer's License is required for all representatives wishing to buy in Wisconsin
- Tax Exempt Form
- Declaration of Export Status and Addendum Wholesale Sales (If applicable)

**Failure to provide all documents required may cause a delay in approving your application.**