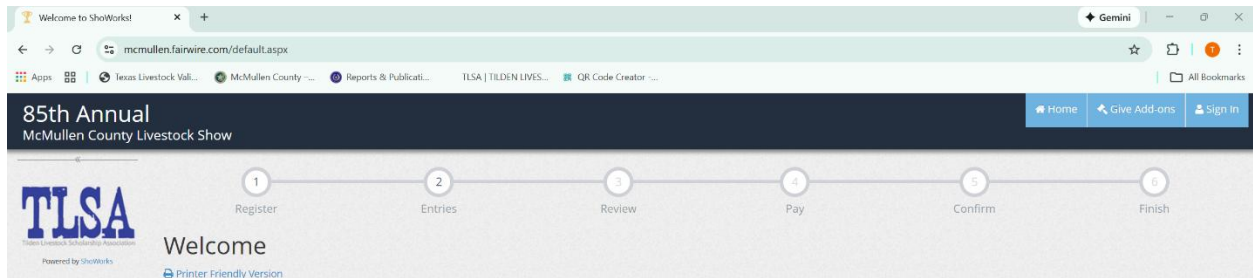
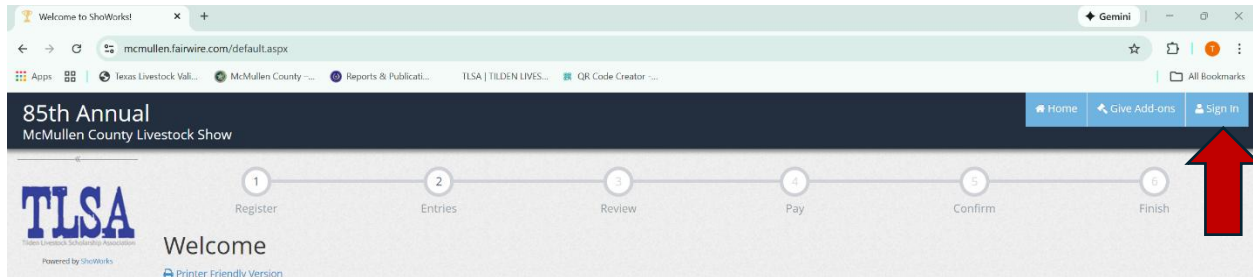


TLSA Add-On Instructions

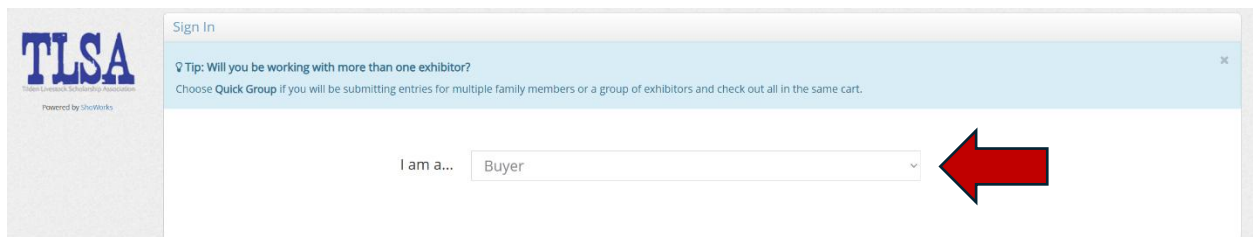
1. Enter the website <http://mcmullen.fairwire.com>



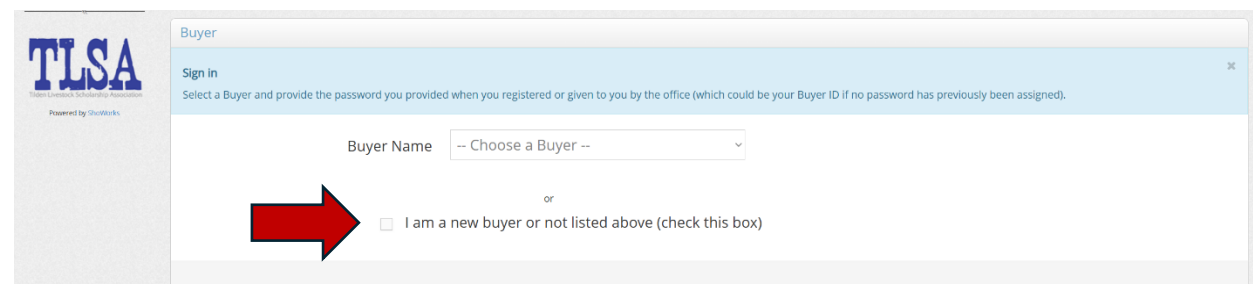
2. Select Sign In on the top right-hand corner.



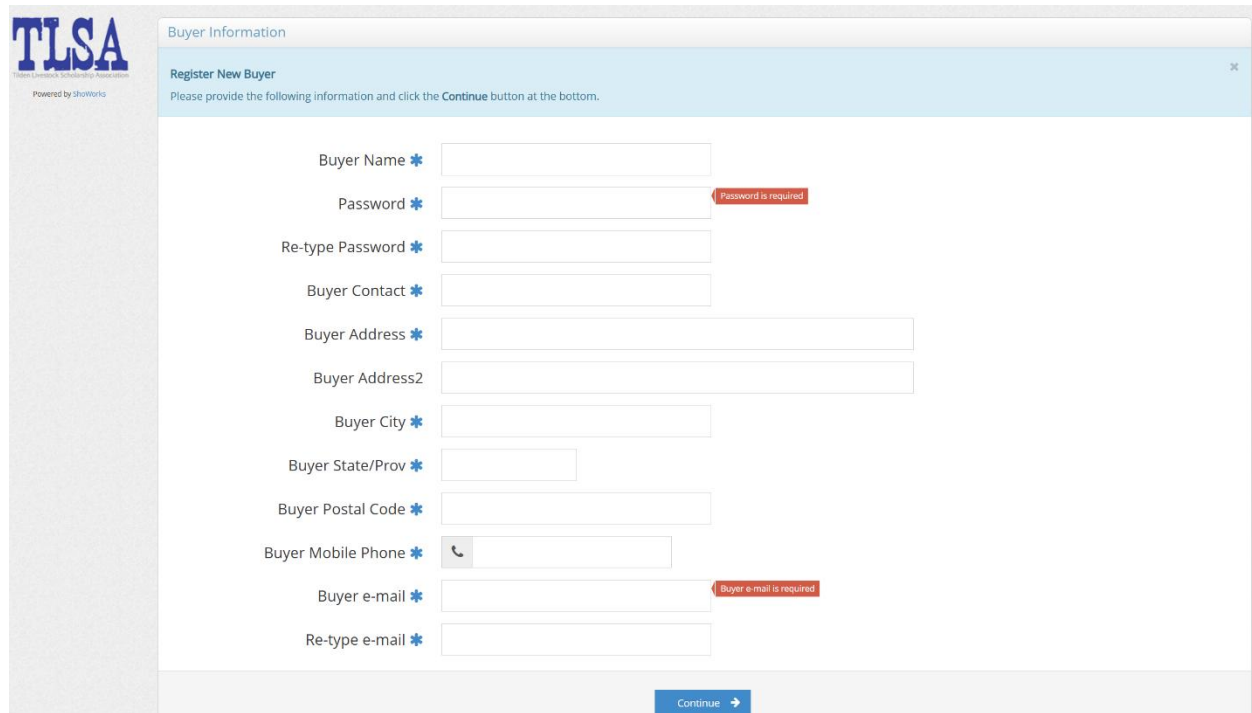
3. Select Buyer from the drop-down menu.



4. Select I am a new buyer.

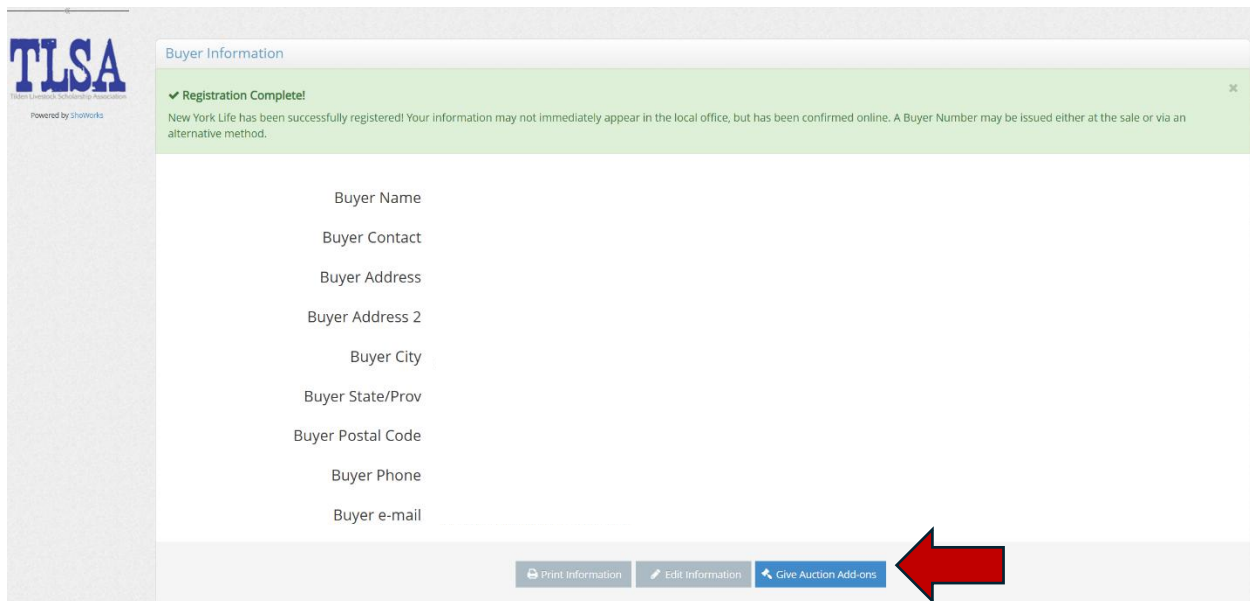


5. Complete all required information, this will be mailing information.



The screenshot shows the 'Buyer Information' registration page for TLSA. The page has a light blue header with the TLSA logo and 'Powered by showworks'. The main content area is titled 'Register New Buyer' and includes a sub-header 'Please provide the following information and click the Continue button at the bottom.' Below this, there are several input fields with asterisks indicating required fields: Buyer Name, Password, Re-type Password, Buyer Contact, Buyer Address, Buyer Address2, Buyer City, Buyer State/Prov, Buyer Postal Code, Buyer Mobile Phone (with a phone icon), Buyer e-mail, and Re-type e-mail. There are two red error messages: 'Password is required' next to the Password field and 'Buyer e-mail is required' next to the Buyer e-mail field. At the bottom right, there is a blue 'Continue' button with a right-pointing arrow.

6. Once you have completed registration, you will select Give Auction Add-Ons



The screenshot shows the 'Buyer Information' confirmation page for TLSA. The page has a light green header with the TLSA logo and 'Powered by showworks'. The main content area is titled 'Registration Complete!' and includes a sub-header 'New York Life has been successfully registered! Your information may not immediately appear in the local office, but has been confirmed online. A Buyer Number may be issued either at the sale or via an alternative method.' Below this, there is a list of the buyer's information: Buyer Name, Buyer Contact, Buyer Address, Buyer Address 2, Buyer City, Buyer State/Prov, Buyer Postal Code, Buyer Phone, and Buyer e-mail. At the bottom, there are three buttons: 'Print Information', 'Edit Information', and 'Give Auction Add-ons'. A large red arrow points to the 'Give Auction Add-ons' button.

7. Select the exhibitor you would like to add-on to buy entering the amount you would like to add-on. You may add on to multiple exhibitors at one time. **Please note the lot numbers do not match the sale order.** However, the exhibitors are listed in sale order.

The screenshot shows the 'ShoWorks Add-ons' interface. At the top, a timer indicates 'You have 19 mins 10 seconds to submit add-on(s) before you must start over.' Below this, the 'Buyer Information' section is partially visible. The 'Add-on Summary' section shows '1 Total Add-ons' for '\$1.00'. Under 'Choose a payment option:', the 'Pay Now' radio button is selected. The 'Items Available' section features a table with columns: Amount to Add-on, Invoice #, Lot, Seller, Photo, Club, Division, Division Pla., Place, Entry #, Tag ID, and Weight. A red arrow points to the 'Amount to Add-on' column, which contains input fields with values '\$ 1.00' and '\$ 0.00'. The table rows show Invoice # 1001 with Lot 1002, and Invoice # 1002 with Lot 1003.

Amount to Add-on	Invoice #	Lot	Seller	Photo	Club	Division	Division Pla.	Place	Entry #	Tag ID	Weight
\$ 1.00	1001	1002									
\$ 0.00	1002	1003									

8. Select Pay Now and select your payment method.

This screenshot shows the same 'ShoWorks Add-ons' interface, but the timer now shows '18 mins 23 seconds'. In the 'Add-on Summary' section, 'Pay Now' is still selected. Below the payment options, the 'Payment Method' dropdown menu is open, showing '-- Credit or Debit Card' as the selected option.

9. Enter your credit card information. Once you submit payment you will receive confirmation and an email confirmation will be sent to the email provided.

If you have any question please contact Melissa Carver at 830.399.6559