

Professional acceptance for corporate auction

Subject: Acceptance of Your Winning Bid - Auction Item #A-2024-156

Dear Mr./Ms. [Winner's Name],

We are pleased to formally notify you that your bid of \$[Amount] for [Item Description] has been accepted as the winning bid in our auction conducted on [Date].

Your bid exceeded all other submissions and met our reserve requirements. As per the auction terms and conditions outlined in the sale catalog, payment is due within [Time Period] of this notification.

Please remit payment via [Payment Methods] to secure your purchase. Upon receipt of full payment, we will coordinate the collection or delivery of your item within [Timeframe].

Should you have any questions regarding payment procedures or item collection, please contact our auction department at [Contact Information].

We appreciate your participation and look forward to completing this transaction.

Sincerely,

[Auctioneer/Company Name]

[Title]

[Contact Details]

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