



## M.L. Rongo, Inc. - Auction Reference Guide

### Location and Key Points of Contact:

#### Equipment Address:

4817 W. Lake Street, Melrose Park, IL 60160

#### Removal of Equipment Points of Contact:

Jeff Rongo / Kathleen Albrecht  
Main: (708) 343-8820

#### Questions Regarding the Auction or Payment:

Brian Clettenberg  
Direct: (847) 729-3380  
Cell: (219) 765-0443  
Email: [BrianC@Winternitz.com](mailto:BrianC@Winternitz.com)

#### BidSpotter Contact Information:

Toll Free: (866) 597-2437  
Email: [support@bidspotter.com](mailto:support@bidspotter.com)

### Payment Information:

- You must pay your Invoice IN FULL within 48-Hours after Sale, prior to removing any of your items.
- **PAYMENTS ARE NOT ACCEPTED AT THE AUCTION SITE.** Please be sure to complete your payment prior to making removal arrangements.
- Visa, MasterCard, and American Express credit card payments are acceptable ONLY for invoices up to \$10,000
- Wire Transfer Instructions are included as an attachment in your Invoice email.
- Please send your confirmation to Brian Clettenberg and be sure to reference your Invoice Number

### Lot Removal Schedule:

#### Removal Dates:

Thursday & Friday, Nov. 11<sup>th</sup> & 12<sup>th</sup> 2021  
Monday thru Friday, Nov. 15<sup>th</sup> thru 19<sup>th</sup> 2021  
Monday & Tuesday, Nov. 22<sup>nd</sup> & 23<sup>rd</sup> 2021

**The Last Day for Removal is Tues. Nov. 23rd 2021**

#### Removal Times:

9:00 am - 3:00 pm, Please go to front office when you arrive at the facility.

### Removal and Machinery Mover Information:

- Certificates of Insurance are required for **ALL PARTIES** who will be using any sort of mechanized equipment (including forklifts) to remove their lots, prior to entry of the facility and removal of assets.
- Auctioneer, Seller & Landlord are required to be listed as "Additionally Insured" on COI's
- For insurance coverage requirements and Machinery Mover suggestions, please refer to the Outside Contractor Info PDF that you received with your Invoice

### Freight Broker Suggestions:

If you are in need of freight quotes for your lots (**pallet size or larger**), Winternitz Industrial Auctioneers has an excellent relationship with R&K Logistics. **You must be prepared to have a Machinery Mover load your items for you.**

#### R&K Logistics

Gabriel Regnas  
Office: (847) 640-7402  
Email: [Gabriel@RKLogistics.net](mailto:Gabriel@RKLogistics.net)