



Pitney Bowes Logistics Auction Reference Guide

Location and Key Points of Contact:

Equipment Address:

14746 South Gougar Road
Lockport, IL 60491

Removal of Equipment Point of Contact:

Sheldrick Holmes
Direct: (847) 729-3380
Email: SHolmes@Winternitz.com

Questions Regarding the Auction or Payment:

Sheldrick Holmes
Direct: (847) 729-3380
Email: SHolmes@Winternitz.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 and MasterCard credit card payments are acceptable ONLY for invoices up to \$2,500
- Titled Vehicles must be paid via Wire or ACH
- ACH / 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 shall begin Wednesday, March 12th, 2025 (or

at a later date, if designated by the Auctioneer). **YOU MUST Schedule an Appointment PRIOR to Showing Up at the Plant. Info to be Included with Invoices.**

Monday – Friday, March 12th – April 30th, 2025

By Appointment Only – Please contact Brian to set up a Removal Appointment – **Subject to Signed Access Waiver and C.O.I.**

****The Final Day for Removal is April 30th, 2025**, No Exceptions! Dependent on the Sale of the Sorting Line, or Not, the Removal Date is Subject to be Moved Forward.**

Machinery Movers and Freight 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 Certificates
- For Machinery Mover recommendations and Liability Insurance Requirements, please refer to the Contractor Suggestions 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**), Independent from WIA is 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