



## Elm Glass Designs LLC - Auction Reference Guide

### Location and Key Points of Contact:

#### **Equipment Address:**

345 Coney Island Dr., Unit B  
Sparks (Reno), NV 89431

#### **Removal of Equipment Point of Contact:**

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

#### **Questions Regarding the Auction or Payment:**

Sheldrick Holmes  
Direct: (847) 729-3380  
Email: [SHolmes@Winternitz.com](mailto: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 Sheldrick Holmes and be sure to reference your Invoice Number.

### Lot Removal Schedule:

Monday – Friday, March 30<sup>th</sup> – April 17<sup>th</sup>, 2026

#### **No Weekend or Holiday Removal without Appointment**

**By Appointment Only – Please contact Sheldrick to set up a Removal Appointment**

\*\*The Final Day for Removal is Friday April 17<sup>th</sup>, 2026\*\*

### 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**), 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)