



How to Participate in the Auction

Rented multifunctional building with 18 residential units and a restaurant, Olomouc

Follow these three steps exactly in this order:

1. Register on the portal www.ElektronickeDrazby.cz
2. Sign in to the auction
3. Pay the auction deposit

How to register on www.ElektronickeDrazby.cz?

1. Have you ever participated in auctions (e.g., Prague 5 apartments) and thus have a username and password on www.internetove-drazby.cz?
2. Sign in with this username and password on www.ElektronickeDrazby.cz and follow the on-screen instructions to complete the registration.
3. Or have you participated in previous auctions and have a username and password directly on www.ElektronickeDrazby.cz?
4. You can directly sign in to the auctions.
5. Have you never registered on either www.ElektronickeDrazby.cz or www.internetove-drazby.cz?

➤ In this case, register according to the following procedure. Registration on the portal is very intuitive and you will be guided through the process.

Prepare the following:

- ID card (extract from the commercial register)
- Czech account number or IBAN for returning the auction deposit
- Create a username and password for logging in.
 - The username must not contain email, spaces, or special characters (only letters without diacritics, numbers, and these characters ., - _ are allowed)
 - The password must contain only letters without diacritics and numbers, no spaces or any characters, minimum 6 characters

Detailed registration process:

- Open the website www.ElektronickeDrazby.cz.
- On this page, in the upper right corner, there is a button named "REGISTRACE" (REGISTRATION). Click on it.
- A page will appear where you select one of the options:
 - Individual – click if you want to buy the property alone

➤ Married couple – click if you want to buy the property as a married couple into joint property (SJM)

➤ Legal entity – click if you want to buy the property as a legal entity

➤ Auction into co-ownership – click if multiple people want to acquire the property into co-ownership

➤ Registration of foreigners and legal entities with a registered office outside the Czech Republic - Foreigners and legal entities with a registered office outside the territory of the Czech Republic should contact the auctioneer well in advance at registrace@gavlas.cz. This foreigner or legal entity with a registered office outside the Czech Republic will then fill in the registration forms on www.ElektronickeDrazby.cz according to the instructions, verify signatures, and provide identification documents.

- After clicking on one of the options, the relevant registration form will appear.
- First, create your username for logging into electronic auctions. Then choose a password. To ensure accuracy, repeat the password again.
- Then carefully fill in all the fields, including contact details. Fields marked with an asterisk are mandatory.
- Before submitting the registration, you must check "I agree and accept the Auction Rules".
- After filling in all the required details, click the "Continue" button (if you cannot click it, it means you have not filled in all the required fields). A page will appear where you can check your details, check "I confirm that the registration details are correct", and click "Continue".
- An email will be sent to your email address provided during registration. Open the email and click on the link to complete the registration. You will then receive a pre-filled registration form for signing to your email address.

• **If you registered as:**

➤ Individual or married couple – print the registration form and manually add your ID card number, place, date, and your signature. Get your signature (both spouses' signatures for married couples) notarized and deliver the registration form as described below. (If using a certified electronic signature, follow the procedure in the Auction Rules.)

After verifying your details, the administrator will inform you by email about the assignment of verified user status, and then you can sign in to any electronic auction and pay the auction deposit. You can sign in to the auction generally from the 16th day before the auction begins.

➤ Legal entity – after filling in the form, print the completed registration form.

Get the signatures of persons authorized to act on behalf of the legal entity notarized and deliver it along with the original extract from the commercial register or other official register not older than 3 months as described below. (If using a certified electronic signature, follow the procedure in the Auction Rules.)

After verifying your details, the administrator will inform you by email about the assignment of verified user status, and then you can sign in to any electronic auction and pay the auction deposit. You can sign in to the auction generally from the 16th day before the auction begins.

➤ Auction into co-ownership – on the portal www.ElektronickeDrazby.cz, register by sending a registration request to the email registrace@gavlas.cz, including your phone number where we can call

you back and the identification of the auctions you want to join. You will receive instructions on how to fill in the registration form and the power of attorney by phone or email. Get all signatures on both documents notarized and deliver both documents as described below. After verifying your details, the administrator will inform you by email about the assignment of verified user status, and then you can join these auctions. You can sign in to the auction generally from the 16th day before the auction begins.

How to deliver the verified registration form

The registration form with the manually added ID card number and notarized signatures can be delivered in one of the following ways (for legal entities including the extract from the commercial register):

- In person to the administrator's address: GAVLAS, spol. s r.o., Politických vězňů 21, 110 00 Prague 1, or
- By mail, preferably as a registered letter to the administrator's address: GAVLAS, spol. s r.o., Politických vězňů 21, 110 00 Prague 1, or
- Go to a Czech Point and have the registration form (with already notarized signatures) authorized for conversion from paper to electronic form and have it directly uploaded to the GAVLAS data box, data box number: xph35a6, or send the authorized conversion by email to registrace@gavlas.cz (legal entities should also have the commercial register extract not older than 3 months and co-owners should have the power of attorney converted and uploaded to the GAVLAS data box or sent by email). This converted registration form in electronic form fully replaces the notarized copy.

How to sign in (register) for the auction

(Does not apply to auctions marked "Sliding Auction Deposit")

- Open the website www.ElektronickeDrazby.cz and log in with the Username and Password you created during registration.
- The page with auctions you have already signed up for will appear. Go to the top bar and click on "Auction Offer". Click on the auction you want to participate in, then click the "Register for Auction" button. (If the "Register for Auction" button does not appear, it means you are not yet a verified user or the registration for the auction is not yet open. Registration usually opens on the 16th day before the auction starts).
- Check the consents with the terms and conditions and click the "Continue" button.
- An email with the following will automatically be sent to your email address provided during registration:
 - o The account number to which you can pay the auction deposit and
 - o A unique variable symbol under which you must pay the auction deposit (enter it into the payment order or deposit slip)
 - o As a specific symbol, enter:
 - Individual – Your birth number without the slash (if you do not have a birth number, enter your date of birth without dots, slashes, or dashes).
 - Married couple – Birth number of one of the spouses
 - Legal entity – Company ID o Co-ownership – Birth number or Company ID of one of the persons

- You will be informed about the activation of your registration for the auction via the email address provided during registration.
- **You can sign in to the auction and pay the auction deposit until the end of the auction. Payment is considered credited to the auctioneer's account.** NOTICE: You must first register for the auction (you will receive a variable symbol), and then you can pay the auction deposit. If the auction deposit is credited to the auctioneer's account by 4 p.m. on a business day, you will be allowed to bid no later than the next business day. If the deposit is credited later, this period is extended by one business day. (For faster processing, we recommend that you inform the auctioneer about sending the auction deposit at tel: 221 666 666 or email: jistoty@gavlas.cz).

How to bid in the auction

- 1. Logging into the system** If you are not logged into the auction system, log in using the username and password chosen during registration. You will automatically be redirected to the page with the auction offer. Here, click on the name of the auction you are participating in, and the auction detail page will open.
- 2. Making bids** Bids can be made on the auction detail page only during its duration. You can set the bid amount using the mouse by clicking the + (plus) or - (minus) button, or manually enter the bid amount into the text field. The bid amount must meet the minimum limit indicated on the right in the basic property information. You make a bid by clicking the "MAKE BID" button. If the bid amount does not meet the specified conditions, the button is inactive and the bid cannot be made. If a participant makes a bid within the last 5 minutes before the end of the auction, the end of the auction is extended by 5 minutes, counted from the time of the last bid, and this can happen repeatedly.
- 3. Multiple auctions at once** Are you participating in several auctions that are taking place at the same time? You can have several windows of the internet browser open at once, each displaying a different auction. It is up to you whether you arrange the windows on the screen or simply switch between them. Click on the auction name with the right mouse button and select to open the link in a new window. Or try clicking on the link with the mouse wheel.

Test auction

You can try bidding in the auction in a test mode. Log in with your username and password on www.ElektronickeDrazby.cz, click on "My Account→Participation in Auction→Test Auction" at the top right.

Refund of the auction deposit

If you do not win the auction, the auction deposit will be refunded in full within 5 business days after the end of the auction.

Purchase contract

In an auction according to Act 26/2000 Coll., a purchase contract is not concluded. The successful bidder is obliged to pay the auctioned price (minus the auction deposit) within the period specified in the auction notice (2 months). Subsequently, a Certificate of Acquisition of Ownership is issued, which fully replaces the

purchase contract. This certificate of acquisition of ownership is submitted by the successful bidder to the cadastral office for the entry of ownership rights.

Mortgage

The purchase of the property can be financed using a mortgage. Mortgages have been pre-arranged with the mortgage advisor:

Antonín Petrskovský
LV SYSTEM s.r.o., Jungmannova 30, Praha 1, 110 00
mobile: 608 981 771
email: petrskovsky@lvsystem.cz

Contacts

Questions about the property should be directed to:

Věra Svídová: 774 040 702, vera.svidova@gavlas.cz

Ing. Vlastimil Navrátil: 774 040 702, v.navratil@gavlas.cz

Questions about the auction process should be directed to:

GAVLAS, spol. s r. o., tel: 221 666 666, email: paha@gavlas.cz

Auctioneer:

GAVLAS, spol. s r. o., Politických vězňů 21, 110 00 Praha 1