

## Car Sale Agenda

Time	Event
9:00 a.m. – 11:00 a.m.	<ul style="list-style-type: none"><li>• Work with students to find potential cars for purchase.</li><li>• Test Drives (sign-up closes by 10:45 a.m.)</li><li>• Lottery Sign-Up (sign-up closes by 10:45 a.m.)</li><li>• If interested, discuss financing with Educational Systems</li></ul>
11:00 a.m. - End	<ul style="list-style-type: none"><li>• Lottery Overview</li><li>• Lottery Drawing</li><li>• Car Selection</li><li>• Put deposits on and/or take delivery of cars.</li></ul>

## Lottery Procedure

1. Enter **1 ticket per household/address** into lottery by **10:45 a.m.**
2. **Be present** for lottery drawing starting at **11:00 a.m.**
3. Customer names are selected at random from lottery box. When selected, customer identifies car they wish to purchase.
  - If car is unavailable, customer can:
    - Select another car
    - Go on back-up list for the car
    - Visit a future sale
4. Lottery continues on until all tickets are drawn.
5. At the end of the Lottery process, customers can leave a deposit on or purchase any remaining inventory.
6. If leaving a deposit/purchasing, customer fills out information form.
  - **Deposits- \$100 cash/check** payment required; **refundable within 5 business days.** Must schedule with Michael Snyder for delivery of vehicle.
  - **Delivery-** Customer pays sale price of vehicle in addition to the 6% tax, tag, and title fees with **cash/check/financing.** They take ownership of the car.



After the sale, contact **Michael Snyder at 240.740.2047 or Michael\_C\_Snyder@mcpsmd.org** to schedule delivery. Deliveries and additional test drives must be scheduled on **MCPS school days, Monday through Friday, between 8:00 a.m. and 2 p.m.** All vehicles must be returned by 2 p.m.

