Step. 1

For more details on our scope of business and the auction procedures, please visit our official website (www.sungari1995.com) or call us on 86-10-64156669

Step. 2

(1) Consign a property in person

You can bring the original property you wish to sell directly to our specialists at specific departments or client services personnel at Sungari International Auction Co., Ltd.

Opening hours: Monday - Friday 10:00 - 18:30; during national holidays and auction season, as specified on the notification in our website.

Company address: 3rd Floor, A04 Building, 798 Art Zone, Jiuxiangqiao Road, Beijing, PRC.

Telephone: 86-10-64156669

(2) Consign a property via email

You can also send digital photographs of your property and your contact details to the relative department to our email address:

Painting and Calligraphy: SH@sungari1995.com Ceramics & Works of Art: QW@sungari1995.com After sending the emails, our specialists would:

- a. Invite you to a meeting in our company if your property is suitable for the auction, so please make sure to send us your contact details.
- b. Contact you via email if your property is not suitable for the auction. We hope for your further support in the near future.

Step. 3

Once we have achieved mutual agreement that the property is suitable for our auction, a contract would be signed. Your property would be stored at Sungari until the auction finishes.

Step. 4

Auction lots will be indexed in the auction catalogue.

Step. 5

Auction lots will be displayed in pre-auction viewing.

About Fees:

- 1. Sungari International Auction Co., Ltd. would not make any charges before the auction.
- 2. After the auction:
- a. If the lot is sold. A 10% commission charge would be deducted from the hammer price, together with 1% insurance charge, 3% tax (collection) and a charge of 1000RMB for catalogue production.
- b. If the lot is unsold. Your property would then be returned to you. Sungari would not charge any fees.