# 6-36/107.00 Sales

**Two levy deputies may be used to conduct sales. The originating office supervisor, or designee, is responsible for ensuring that the case is ready for sale (fees are adequate, legal owners notified, claims have been adjudicated, etc.). The originating office shall coordinate sale date and times with the levy crew conducting the sale. The field crew executing the levy and taking possession of property for a sale, shall conduct the sale. The originating office supervisor, or designee, shall be responsible for removing SVS upon full release of the vehicle. (Refer to 6-36/134.30 Examples of SVS Links)**