



The South Carolina Court of Appeals

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September 22, 2022

Ms. Lillian Loch Meadows, Esquire
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Ms. Sarah Elizabeth Shipe, Esquire
1330 Lady Street, Suite 401
Columbia SC 29201

Re: Raphael Pontoo v. State
Appellate Case No. 2021-001217


Dear Counsel:

The Supreme Court issued an order reducing the number of copies required in appellate matters. *See Re: Reduced Number of Copies Required in Appellate Matters* (S.C. Sup. Ct. Order dated August 25, 2021). As permitted by the order, the Court of Appeals has determined a need exists for one (1) bound copy of the appendix and all petitions and any responses. The additional copies must comply with any binding or cover color requirements specified by Rule 267 of the South Carolina Appellate Court Rules (SCACR).

We request large parcels such as bound copies of the record and petitions be sent directly to the Court via the street address: **1220 Senate Street, Columbia, S.C. 29201.**

Accordingly, Petitioner should file one bound copy of the appendix and one copy of any petitions and reply. Respondent should file one copy of the return within ten (10) days of the date of this letter.

Very truly yours,

A handwritten signature in blue ink that reads "Jerry A. Kitch". The signature is written in a cursive style with a large, stylized initial "J".

CLERK