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SEP 23 2024

S.C. SUPREME COURT

**STATE OF SOUTH CAROLINA
ADMINISTRATIVE LAW COURT**



Memorandum

To: Appellant/Appellant's Attorney
From: Clerk's Office, Administrative Law Court
Date: September 12, 2024
Re: Compliance with ALC Rules

The Administrative Law Court (ALC) received a letter from you on September 12, 2024. According to SCALC Rule 59:

Any notice of appeal which is incomplete or not in compliance with this rule or Rule 71 will not be assigned to an administrative law judge until all required information is received and any applicable filing fee is processed.

Accordingly, your case will not be assigned until the following information is received:

_____ You must use the Notice of Appeal form required pursuant to SCALC Rule 57 and 59. A copy of the form is attached for your convenience.

_____ A copy of the final decision which is the subject of the appeal (i.e., Step 2 Grievance Form from the DOC or the final decision from PPS) pursuant to SCALC Rule 59(C).

_____ The Notice of Appeal form you submitted must be signed and dated.

_____ Filing Fee of \$25 in accordance with SCALC Rule 71 for your 4th and subsequent appeal this calendar year.

_____ Your documents are being returned to you. The ALC does not handle Post Conviction Relief (PCR) matters.

✓ _____ Other: Your documents are being returned to you. The ALC does not handle General Sessions matters.

_____ Please return the appropriate information within 10 days of the date of this Memorandum or your case will be returned to you unprocessed.

STATE OF SOUTH CAROLINA
Administrative Law Court
EDGAR A. BROWN BUILDING
1205 PENDLETON STREET, SUITE 224
COLUMBIA, SOUTH CAROLINA 29201

2 B217

Emory Roberts Jr. #373393
PCI
430 Oaklawn Rd.
Pelzer, SC 29669

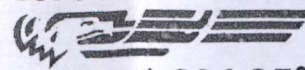
LEGAL MAIL

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FIRST-CLASS



US POSTAGETM PITNEY BOWES

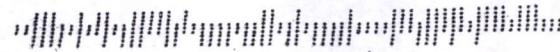


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SEP 17 2024

PCI MAILROOM



Mr. Emory W. Roberts Jr. 373393
Perry Correctional Institution
430 Oaklawn Road
Pelzer, SC 29669

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SEP 12 2024

Danielle Dixon, Esquire SC ADMIN. LAW COURT

South Carolina Attorney Generals Office
PCR Division

P.O. Box 11549

Columbia, SC 29211-1549

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SCDC SEP 10 2024

SEP 12 2024 PCI MAILROOM

COMMISSARY