

THE STATE OF SOUTH CAROLINA  
- IN THE COURT OF APPEALS -

APPEAL FROM ADMINISTRATIVE LAW COURT

The Honorable S. Phillip Lenski, Administrative Law Judge

RECEIVED

Proof of Service

AUG 29 2025

Appellate Case No. 2025-00162,

SC Court of Appeals

Matthew Brown, #370550 \_\_\_\_\_ Appellate

v.

South Carolina Department of corrections \_\_\_\_\_ Respondent,

I certify that I have served my Proof of Service by depositing the same along with a copy in the U.S. Mail Postage Prepaid on August 22, 2025 addressed to:

1) South Carolina court of Appeals  
P.O. Box, 11629  
Columbia, S.C. 29211

2) S.C.D.C. Office of General Counsel  
Attorney for Respondent  
P.O. Box 21787  
Columbia, S.C. 29211-1787

3) South Carolina Admin, Law court  
Honorable Judge S. Phillip Lenski  
1205 Pendleton St. Suite 224  
Columbia, SC 29201

Very truly yours

Matthew Brown

Matthew Brown, #370550,  
Appellant, Allendale Correctional Inst,  
1057 Revolutionary Trail  
Fairfax, S.C. 29827

August 22, 2025

The Honorable Jenny Abbott Kitchings  
Clerk, South Carolina Court of Appeals  
P.O. Box 11629  
Columbia, S.C. 29211

**RECEIVED**

AUG 29 2025

SC Court of Appeals

Re: Matthew Brown, # 370550 V. South Carolina Dept. of  
Corrections Appellate case No. 2025-001627

Dear clerk:

I am enclosing herein the original and one copy of the  
Proof of service in this matter. Please file the enclosed  
and return a file-stamped copy to me.

Very truly yours,

Matthew Brown

Matthew Brown #370550,  
Appellant, Allendale Correctional  
Institution, 1057 Revolutionary Trail  
Fairfax, S.C. 29827

CC: S.C.D.C. Office of General Counsel  
S.C. Administrative Law Court



## The South Carolina Court of Appeals

JENNY ABBOTT KITCHINGS  
CLERK

CATHERINE S. HARRISON  
CHIEF DEPUTY CLERK

POST OFFICE BOX 11629  
COLUMBIA, SOUTH CAROLINA 29211  
1220 SENATE STREET  
COLUMBIA, SOUTH CAROLINA 29201  
TELEPHONE: (803) 734-1890  
FAX: (803) 734-1839  
[www.sccourts.org](http://www.sccourts.org)

August 15, 2025

Matthew Brown, 370550  
Allendale Correctional Institution  
P. O. Box 1151, Hwy 47  
Fairfax SC 29827

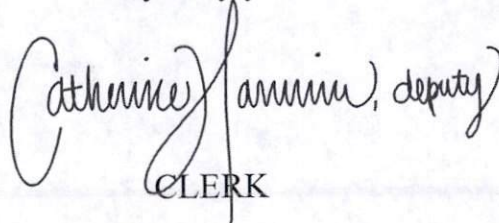
Re: Matthew Brown, #370550 v. SCDC  
Appellate Case No. 2025-001627

Dear Mr. Brown:

Upon reviewing your motion to proceed without payment of costs and fees, the following deficiency has been noted under the South Carolina Appellate Court Rules (SCACR), and any deficiency must be corrected within ten (10) days of the date of this letter or your filing will not be considered:

- A proof of service has not been provided. You must serve and file a proof of service substantially in the format shown by Form 7 in Appendix C to part II of the SCACR.

Very truly yours,

  
CLERK

cc: Christina Catoe Bigelow, Esquire

Matthew Brown #370550  
ACI BBB-43  
1057 Revolutionary Trail  
Fairfax, SC 29829

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27 2025

MAILROOM  
ACI

Interdepartmental  
Mail

South Carolina Court of Appeals  
P.O. Box 11629  
Columbia, S.C. 29211

LEGAL MAIL