



The South Carolina Court of Appeals

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February 5, 2026

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:

Our records reflect that the time for serving and filing the proof of service of record on appeal has expired. Within ten (10) days of the date of this letter, you must serve and file the proof of service of record on appeal, along with a motion requesting permission to serve and file our of time, pursuant to Rule 210 and 240 of the South Carolina Appellate Court Rules, or this appeal will be dismissed.

Very truly yours,

A handwritten signature in blue ink that reads "Jasmine D. Smith, Deputy". The signature is written in a cursive style.

CLERK

cc: Christina Catoe Bigelow, Esquire