



# 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)

May 29, 2026

Tracie L. Mitchem-Green  
605 SE Defender Drive  
Lake City FL 32025

Re: Tracie L. Green v. US Bank National Association  
Appellate Case No. 2026-001149

Dear Ms. Green:

We received your letter dated May 17, 2026, stating you will not order the transcript. However, pursuant to Rule 207(a)(1) of the South Carolina Appellate Court Rules, unless the parties otherwise agree in writing, you, as the appellant in this appeal, must order a transcript of the entire proceedings below. Therefore, within ten (10) days from the date of this letter, you must provide proof of having ordered the transcript from the court reporter or this appeal will be dismissed.

Additionally, we received your motion for extension of time to serve and file your initial brief and designation of matter dated May 14, 2026. This motion is premature because your initial brief is not due until thirty days after you receive the transcript. Accordingly, this Court declines to consider your motion for extension of time to serve and file your initial brief and designation of matter. The Court will take no further action on the motion.

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: Kenneth Gregory Wooten, III, Esquire  
Sarah Oliver Leonard, Esquire  
Ashley Zarrett Stanley, Esquire  
John Sanford Kay, Esquire