



The South Carolina Court of Appeals

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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

September 14, 2026

Gregory Pencille, 00312332
Evans C.I. Dorm F1B-118
610 Hwy 9 W
Bennettsville SC 29512

Ms. Christina Catoe Bigelow, Esquire
4444 Broad River Road
Columbia SC 29210

Re: Gregory Pencille, #312332 v. SCDC (4)
Appellate Case No. 2026-001052

Dear Counsel and Mr. Pencille:

The Court has determined a need exists for one (1) bound copy of the record on appeal and all final briefs. The additional copies must comply with the binding and cover color requirements specified by Rule 267 of the South Carolina Appellate Court Rules (SCACR).

Accordingly, the appellant(s) must file an original record on appeal and final brief(s), in either electronic or unbound paper form, as well as one (1) bound paper copy of each. All other parties must file an original final brief and one (1) bound paper copy. **The bound copies are due to be served and filed at the same time as the original record on appeal and final briefs.**

The correct caption for this appeal should read as follows on the record on appeal and all final briefs:

Gregory Pencille, #312332, Appellant,

v.

South Carolina Department of Corrections, Respondent.

We request large parcels such as bound paper copies of the record on appeal and all final briefs be sent directly to the Court via the street address: **1220 Senate Street, Columbia, SC 29201.**

Very truly yours,

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

CLERK