



The South Carolina Court of Appeals

JENNY ABBOTT KITCHINGS
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V. CLAIRE ALLEN
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February 21, 2014

Willie James Roundtree, 267355
Manning Cor. Inst. W-5-13B
502 Beckman Road
Columbia SC 29203

Re: Willie Roundtree v. SCDC
Appellate Case No. 2013-001963

Dear Mr. Roundtree:

Upon reviewing your appellant's initial brief, the following deficiency or deficiencies have 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:

- A proof of service has not been provided. The proof of service received indicates the notice of appeal as served and not the designation of matter. 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.
- The document does not contain a table of contents as required by Rule 208, SCACR.

Very truly yours,

A handwritten signature in cursive script that reads "V. Claire Allen, Deputy".

CLERK

cc: Christopher D. Florian, Esquire