



The South Carolina Court of Appeals

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December 16, 2015

William Ford, 232122
MacDougall Correctional Institution
1516 Old Gilliard Road
Ridgeville SC 29472

Re: William Ford v. SCDC (2)
Appellate Case No. 2015-002114

Dear Mr. Ford:

Upon reviewing your designation of matter dated December 04, 2015, the following 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 or your appeal will be dismissed:

- 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. Furthermore, every document sent to this Court needs to be accompanied by a proof of service showing what parties were served and when.
- The designation of matter must comply with Rule 209(b), SCACR. Specifically, each item you wish to designate must be named, and listed individually.

The extra documents filed with the designation of matter are being returned to you. These items seem to be something that would be filed in the record on appeal,

which is not due until after all initial briefs have been filed and served as required by Rule 210, SCACR.

Very truly yours,

V. Claire Allen, Deputy

CLERK

cc: Christina Catoe Bigelow, Esquire