



South Carolina  
Department of  
Corrections

OFFICE OF GENERAL COUNSEL

NIKKI R. HALEY, Governor  
BRYAN P. STIRLING, Director

December 21, 2015

The Honorable Jenny A. Kitchings  
Clerk of Court, S.C. Court of Appeals  
Post Office Box 11629  
Columbia, South Carolina 29211

**RECEIVED**

DEC 29 2015

**SC Court of Appeals**

**RE: William Ford v. SCDC (2)  
Appellate Case No. 2015-002114  
DUE DATE FOR INITIAL BRIEF OF RESPONDENT**

Dear Ms. Kitchings:

It is my understanding that the Appellant has failed to properly comply with Rule 209, SCACR, in that he has failed to provide a Proof of Service for his Designation of Matter. This Court sent a letter notifying the Appellant regarding the deficiency on December 16, 2015. In this letter, the Court gave Appellant ten days in which to correct the deficiency, and stated that if the deficiency was not corrected in this time frame, the appeal would be dismissed.

Under my interpretation of the Appellate Court Rules, SCDC's Initial Brief of Respondent is not yet due because of Appellant's failure to comply with Rule 209. If my understanding is incorrect, please let me know. If the Court has a due date scheduled for the Initial Brief of Respondent, please let me know that as well.

Thank you for your attention to this matter, and please do not hesitate to contact me should you have any questions or concerns.

Sincerely,

Christina Catoe Bigelow  
Deputy General Counsel  
South Carolina Department of Corrections

cc: William Ford, # 232122  
MacDougall Correctional Institution  
1516 Old Gilliard Road  
Ridgeville, South Carolina 29472



Office of General Counsel  
P.O. Box 21787/4444 Broad River Road  
Columbia, South Carolina 29221-1787

**INTER-AGENCY MAIL**

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