



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

October 26, 2016

Richard Alvin Sims, 273381
Allendale Correctional Institution
P. O. Box 1151, Hwy 47
Fairfax SC 29827

Re: The State v. Richard Sims
Appellate Case No. 2016-001568

Dear Mr. Sims:

Our records indicate that the transcript in the above matter should have been ordered. As of today's date, we have not received any information indicating that the court reporter has been contacted. If you have not yet ordered the transcript, Rule 207 of the South Carolina Appellate Court Rules requires you to contact the Office of Court Administration. The address for Court Administration is as follows:

South Carolina Office of Court Administration
1220 Senate Street, Suite 201
Columbia, SC 29201

Be sure to copy the Court and opposing counsel with all correspondence concerning the transcript.

Please advise the Court of the status of the transcript within ten (10) days of the date of this letter, or your appeal will be dismissed.

Very truly yours,

A handwritten signature in black ink, appearing to read "Jay A. Latigo". The signature is written in a cursive style with a prominent loop at the end.

CLERK

cc: Justin James Hunter, Esquire
Alan McCrory Wilson, Esquire
John Benjamin Aplin, Esquire