



The South Carolina Court of Appeals

JENNY ABBOTT KITCHINGS
CLERK

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January 25, 2017

Chelsea Gibbs
319 Merrimack Blvd. Apt. 1207
Moncks Corner SC 29461

Re: Chelsea Gibbs v. Northbridge Court Apartments
Appellate Case No. 2017-000137

Dear Ms. Gibbs:

Upon reviewing your motion to proceed in forma pauperis, the following deficiencies have been noted under the South Carolina Appellate Court Rules (SCACR), and must be corrected within ten (10) days of the date of this letter or your motion will not be considered:

- The caption/title does not comply with Rule 267(a), SCACR. Specifically, your motion does not contain the case title or lower court case number.
- 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.

Very truly yours,

A handwritten signature in black ink that reads "Jenny Abbott Kitchings" with a stylized flourish at the end.

CLERK

cc: Jay S. Masty, Esquire