



The South Carolina Court of Appeals

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July 25, 2019

Marquis Robinson, 266341
McCormick Correctional Institution
386 Redemption Way
McCormick SC 29899

Re: Marquis Robinson #266341 v. SCDC
Appellate Case No. 2019-001222

Dear Mr. Robinson:

Upon reviewing your notice to appeal, the following deficiencies have been noted under the South Carolina Appellate Court Rules (SCACR), and any deficiency must be corrected in its entirety within ten (10) days of the date of this letter or your appeal will be dismissed:

- The accompanying proof of service is not in compliance with the SCACR. Your proof of service should be substantially in the format shown by Form 7 in Appendix C to part II of the SCACR.
- The caption/title does not comply with Rule 267(a), SCACR. Specifically, the notice to appeal needs to contain the name of the agency and the name of the administrative law judge; the docket number of the case before the administrative law court; and the names, and mailing addresses of all the attorneys of record and the names of the party represented by each.
- The required filing fee has not been submitted. The correct filing fee is \$250.00. A motion to proceed in forma pauperis must be filed if the filing fee cannot be submitted.

- A proof of service showing that a copy has been served on the agency and/or the Administrative Law Court has not been provided as required by Rule 203(e), SCACR.

Very truly yours,

V. Cline Allen, Deputy

CLERK

cc: Christina Catoe Bigelow, Esquire