



# The South Carolina Court of Appeals

JENNY ABBOTT KITCHINGS  
CLERK

V. CLAIRE ALLEN  
DEPUTY CLERK

POST OFFICE BOX 11629  
COLUMBIA, SOUTH CAROLINA 29211  
1220 SENATE STREET  
COLUMBIA, SOUTH CAROLINA 29201  
TELEPHONE: (803) 734-1890  
FAX: (803) 734-1839  
[www.sccouris.org](http://www.sccouris.org)

September 23, 2019

Mr. Donald Loren Smith, Esquire  
Attorney Office Of Donald Smith  
122 N. Main St.  
Anderson SC 29621

Re: Courtney R. Mitchell v. UPS  
Appellate Case No. 2019-001361

Dear Counsel:

Our records reflect that the time for serving and filing the Appellant's Initial Brief and Designation of Matter to be Included in the Record on Appeal has expired. Within ten days of the date of this letter, you must serve and file the Appellant's Initial Brief and Designation of Matter, along with a motion requesting permission to serve and file the brief and designation of matter outside of the filing deadlines set by Rules 208 and 209 of the SCACR. Your initial brief and designation of matter will not be considered and your appeal will be dismissed if no motion is made within ten days of the date of this letter.

Very truly yours,

*V. Claire Allen, Deputy*  
CLERK

cc: O. Shayne Williams, Esquire  
Helen F Hiser, Esquire