

# The South Carolina Court of Appeals

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January 03, 2020

John Martin Foster, Esquire  
PO Box 106  
Rock Hill SC 29731-6106

Re: James and Carolyn Nivens v. JB & E Heating & Cooling, Inc.,  
Appellate Case No. 2019-001061

Dear Counsel:

This will acknowledge receipt of your letter dated November 14, 2019, in which you inform the Court that you have not yet received the transcript in the above referenced case. As of today's date, we have not received any information indicating that an extension has been granted to the court reporter, nor have you filed your appellant's initial brief and designation of matter.

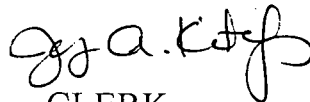
If you have not yet received the transcript, you must contact the Office of Court Administration pursuant to Rule 207 of the South Carolina Appellate Court Rules. The Address for Court Administration is as follows:

South Carolina Office of Court Administration  
1220 Senate Street, Suite 200  
Columbia, SC 29201

Be sure to copy the Court, opposing counsel, and the Office of Court Administration with all correspondence concerning the transcript.

Please provide the Court with proof that you have notified the Office of Court Administration regarding the status of the transcript within ten (10) days of the date of this letter.

Very truly yours,

A handwritten signature in black ink, appearing to read "J. A. K. J." with a stylized flourish at the end.

CLERK

cc: James W. Boyd, Esquire