



# The South Carolina Court of Appeals

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June 04, 2020

Jacquita Funchess  
1303 Glenfield Circle Apartment  
Apartment J2  
Orangeburg SC 29118

Re: Glenfield Apartments v. Jacquita Funchess  
Appellate Case No. 2020-000405

Dear Ms. Funchess:

Pursuant to the Court's order dated March 06, 2020, this Court presumes that the appellant is proceeding pro se. Our records reflect that the time for ordering the transcript has expired. Within ten days of the date of this letter, you must file a copy of the letter showing that you have timely ordered the transcript from the court reporter. If you have not timely ordered the transcript, you must serve and file a motion requesting permission to order the transcript outside of the filing deadlines set by Rule 207 of the SCACR, along with a copy of your letter addressed to the court reporter.

Be sure to copy the Court, the Office of Court Administration and opposing counsel with all correspondence concerning the transcript. The address for Court Administration is as follows:

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

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,

*V. Claire Allen*

CLERK

cc: Theodore von Keller, Esquire