



The South Carolina Court of Appeals

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Re: Riley, Laura v. Ford Motor Company
Appellate Case No. 2012-207489

Dear Counsel:

All parties are advised that we scan the originals of all records on appeal and final briefs filed with this court. Therefore, DO NOT staple, spiral bind, velobind, or otherwise permanently bind the ORIGINALS of these documents. The original brief(s) and record on appeal should still have front and back covers in compliance with Rule 238(e) of the South Carolina Appellate Court Rules, but should not be bound. You may secure the originals with paper clips, binder clips, rubber bands, by placing them in large envelopes, or by any other similar means that will keep the pages together without binding or hole-punching. All COPIES of the record on appeal and final briefs should be bound as specified in the South Carolina Appellate Court Rules.

Be further advised that your original final brief or record on appeal will not be accepted if it is bound or if the front and back covers are missing.

We remind you that it is your responsibility to insure that personal data identifiers and other sensitive information is redacted or sealed as required by the August 13, 2007 order of the South Carolina Supreme Court. This office will not review filings for redaction or to determine if materials should be sealed. Therefore, we request that the record on appeal and final briefs be accompanied by certification that these documents comply with the above mentioned order.

If you have any questions, please do not hesitate to contact this office.

Very truly yours,

V. Claire Allen, Deputy

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