



The South Carolina Court of Appeals

JENNY ABBOTT KITCHINGS
CLERK

V. CLAIRE ALLEN
CHIEF 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.sccourts.org

January 29, 2021

Mr. Ronald L. Richter, Jr., Esquire
18 Broad St., Ste. Mezz
Charleston SC 29401-3010

Mr. Scott Michael Mongillo, Esquire
18 Broad St., Ste. Mezz
Charleston SC 29401-3010

Mr. Eric Steven Bland, Esquire
PO Box 72
Columbia SC 29202

Mr. Wesley Brian Sawyer, Esquire
PO Box 6648
Columbia SC 29260

Mr. Adam Tremaine Silvernail, Esquire
PO Box 7995
Columbia SC 29202

Ms. Adele Jeffords Pope, Esquire
1228 Walnut St.
Newberry SC 29108

Re: Desa Ballard v. Admiral Insurance Company
Appellate Case No. 2019-000367

Dear Counsel:

The Supreme Court issued an order supplementing and altering current practices regarding the operation of the appellate courts. *See RE: Operation of the Appellate Courts During the Coronavirus Emergency* (S.C. Sup. Ct. Order dated March 20, 2020, amended May 29, 2020). The order provides the following:

Effective immediately, a document filed with the Supreme Court or Court of Appeals need not be accompanied by any additional copies. If submitted in paper, the document shall be submitted unbound and unstapled. In the event the Appellate Court determines that additional copies are needed, they will be requested from the lawyer or party submitting the document.

Id., subsection (d). After review of your case, the Court of Appeals has determined a need exists for six (6) additional bound copies of the record on appeal and all final briefs. We request large parcels such as bound copies of the record and briefs be sent directly to the Court via the street address: **1220 Senate Street, Columbia, S.C. 29201.**

Accordingly, each party must file six (6) bound copies of the record on appeal and all final briefs within ten (10) days of the date of this letter.

Very truly yours,



CLERK