

Document 1

## UNITED STATES COURT OF APPEALS

FOR THE FOURTH CIRCUIT

Lewis F. Powell, Jr. United States Courthouse Annex  
1100 E. Main Street, Suite 501  
Richmond, Virginia 23219-3517Patricia S. Connor  
Clerk

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December 7, 2006

James Orlando Broccoletti, Esq.  
ZOBY & BROCCOLETTI  
6663 Stoney Point South  
Norfolk, VA 23502Michael Calvin Moore, Esq.  
OFFICE OF THE U. S. ATTORNEY  
8000 World Trade Center  
101 West Main Street, Ste. 8000  
Norfolk, VA 23510Re: 06-5237 US v. Willoughby Colonna  
2:06-cr-00061-RGD

Dear Counsel:

The appeal was docketed in this Court on 12/7/06, pursuant to Rule 12(a) of the Federal Rules of Appellate Procedure. Docket number 06-5237 should be placed on all papers subsequently submitted to this Court. The counsel of record form is enclosed and must be returned to this office within 14 days of the date of this letter (M. Moore only).

The clerk has determined that the transcript is already on file. A briefing schedule is included in the enclosed Briefing Order.

Counsel are responsible for assuring that all documents are timely filed by actual receipt in the appropriate clerk's office. Noncompliance with jurisdictional deadlines will prevent the Court from considering an appeal. Failure to meet other deadlines may result in dismissal for failure to prosecute or in imposition of sanctions. See Local Rules 45, 46(g). If you would like a file-stamped copy of your document returned to you, please include an extra copy and a self-addressed, stamped envelope.

In order to protect personal information, parties must partially redact social security numbers, dates of birth, financial account numbers, names of minor children and (in criminal cases) home addresses in documents filed with this Court. Dockets, opinions, rules, forms, and the Court calendar can be obtained from the Court's Website, www.ca4.uscourts.gov.

If you desire to inquire about your case by telephone, please contact me directly by dialing (804) 916-2704.

Yours truly,

PATRICIA S. CONNOR  
Clerk/s/ Sarah A. Carmichael  
By: \_\_\_\_\_  
Deputy Clerk