PLAINTIFF'S EXHIBIT
ETCO-263

ETHYL CORPORATION

ENGINEERING DEPARTMENT

PLEASE ADDRESS REPLY
TO: P. O. BOX 341
BATON ROUGE 1, LA.

September 17, 1964

Barnard & Burk Industrial Corporation
1023 Nicholson Drive
Baton Rouge, Louisiana

Attention: Mr. Jack S. Burk, President

Gentlemen:

Subject: Addendum to Engineering Services Agreement Dated January 17, 1964

Under this addendum Barnard & Burk Industrial Corporation will make available to Ethyl Corporation the office space necessary to house: (1) Barnard & Burk personnel employed under referenced agreement, (2) personnel employed to perform engineering work for Ethyl Corporation under Engineering Service Agreements between Ethyl and other parties, (3) certain supervisory Ethyl personnel engaged in the engineering of Ethyl construction programs, and (4) necessary equipment and furnishings needed by these personnel. In addition, Barnard & Burk will furnish such auxiliary equipment as requested by Ethyl.

Such space will initially consist of approximately 7,300 square feet located on the seventh floor of the Commerce Building at 333 Laurel Street, Baton Rouge, Louisiana, to be leased by Barnard & Burk from Mr. Shepard Latter for a period of one year at the annual rate of $3.75 per square foot, payable monthly in advance and starting on or about October 12, 1964.

Necessary alterations to building will be made by the lessor in accordance with Ethyl specifications as part of lease agreement. Generally, furniture and fixtures will be furnished by Ethyl. The rental, alterations, and equipment expenses shall be reimbursable items.

Barnard & Burk personnel provided in accordance with referenced agreement and housed in said space, will, for the purposes of said agreement, be considered as if actually physically employed at Ethyl's Baton Rouge Plant site, except for the payment of parking costs of contractor employees, which parking costs shall not be fee bearing. Qualifications and salaries of office and clerical employees shall be subject to and require Ethyl's approval.

Yours very truly,

G. S. Roberts

G. S. Roberts, Chief Engineer

Accepted:
BARNARD & BURK INDUSTRIAL CORPORATION

By _____ Title President

Date Sept 18, 1964

E-08336

XEROX COPY XEROX COPY XEROX COPY XEROX COPY

September 17, 1964

Barnard & Burk Industrial Corporation
1023 Nicholson Drive
Baton Rouge, Louisiana

Attention: Mr. Jack S. Burk, President

Gentlemen:

Enclosed are three copies of an addendum to the Engineering Services Agreement between our corporations.

This addendum extends the services provided by you under our current contract to include office facilities at the Commerce Building at 333 Laurel Street, Baton Rouge, Louisiana.

If the terms and conditions as set forth are acceptable to you, please sign and return all copies for our signature. One signed copy will be returned to you.

Very truly yours,

G. S. Roberts
Chief Engineer

/s
Encl.

cc: Dr. G. F. Kirby
Mr. C. A. Kyle

bcc: Mr. E. V. Nahr

E-08314

ETC 03653

September 24, 1964

Barnard and Burk Industrial Corporation
1023 Nicholson Drive
Baton Rouge, La.

Attention Mr. Jack S. Burk, President

Gentlemen:

We are returning herewith one signed copy of addendum to our services agreement with you which authorizes you to enter into lease agreement with the Commerce Building.

Will you please sign the enclosed lease in triplicate and return two copies to us for forwarding to the lessor. We call your attention to the need for your initialling each alteration to the standard lease in the margin of the form.

We have taken the liberty of submitting draft of a suggested cover letter to accompany the executed lease authorizing Mr. E. A. Weir, Architect, Ethyl Corporation, to act as your agent for coordinating and directing the necessary building alterations. Such authorization will be required by the Commerce Building.

Your prompt attention in this matter will be appreciated since we must proceed with the planned move as early as possible.

The marked prints of the leased space arrangement are for your information and file.

Very truly yours,

G. S. Roberts
Chief Engineer

EVN/mew
Encl.

E-8334

DRAFT September 24, 1964

The Commerce Building
Suite 665
333 Laurel Street
Baton Rouge, Louisiana

Attn. Mr. Larry Brooks

Gentlemen:

I am returning to you herewith one executed copy of the lease agreement for space on the 7th floor of the Commerce Building dated September 17, 1964.

By copy of this letter, we hereby authorize Mr. E. A. Weir, Architect, Ethyl Corporation, or such alternate as may be designated by the Chief Engineer of Ethyl Corporation, to act as agent for Barnard and Burk Industrial Corporation, on all matters pertaining to alterations to the space covered by our lease agreement and by our service contract with Ethyl Corporation as amended by letter dated September 17, 1964.

Very truly yours,

Barnard and Burk Industrial Corporation

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Jack S. Burk, President

E-08335

ETC 03674