

Interoffice Communication

To Plant Managers

From R. E. Lehmkuhl

Date November 7, 1983

Subject SALE OF CONOCO CHEMICALS TO STEEL

Significant efforts are under way to complete the Agreement to sell Conoco Chemicals to Steel and with the signing of the Letter of Intent. Each of assistance, information, or documents to support toward completing this sizable task.

Each of you should put forth all reasonable effort to assist in needing records, documents, or information, recognizing a very is allowed to complete various parts of the negotiations.

At this time, the attached letter represents an information the group(s) working on the inventory taking and data gathering. Please fax requested information no later than 8:00 AM Tuesday.

R. E. Lehmkuhl

R. E. Lehmkuhl

REL:dem

cc: G. E. Downing (Faxed Copy)
R. D. Gamblin (w/attachment)
G. G. Draper (w/attachment)

CCR 000015891