

**MEMO# 25031**

March 17, 2011

## **BDAC Meeting Notice - May 3-4, 2011**

[25031]

March 17, 2011

TO: BROKER/DEALER ADVISORY COMMITTEE No. 16-11 RE: BDAC MEETING NOTICE - MAY 3-4, 2011

The next meeting of the Broker/Dealer Advisory Committee will take place on Tuesday, May 3 and Wednesday, May 4, 2011 at the Marriott Wardman Park Hotel located at 2660 Woodley Road NW, Washington, DC 20008. The Marriott Wardman Park Hotel is 7 miles (23 minutes estimated driving time) from Ronald Reagan Washington National Airport. Please check in with security on the first floor before proceeding to the conference room. On Tuesday, May 3, lunch will be served at 12:00 p.m. ET, the meeting will begin at 1:00 p.m. ET and conclude at 5:00 p.m. ET. On Wednesday, May 4, continental breakfast will be available at 8:15 a.m. ET, the meeting will begin at 9:00 a.m. ET, lunch will be served at noon and the meeting is expected to conclude by 2:00 p.m. ET. Attire for the meeting is business.

### **ICI GMM Conferences May 4-6**

This year the ICI General Membership Meeting (GMM), the Operations & Technology Conference and the Mutual Fund Compliance Programs Conference will begin at the conclusion of the BDAC meeting on May 4-6 at the Marriott Wardman Park Hotel. If you plan to stay for the conferences, please visit <http://gmm.ici.org> for general information, conference programs and online registration.

### **Hotel Accommodations**

A block of rooms has been reserved at the Marriott Wardman Park Hotel for the GMM and associated events including the BDAC Meeting at a rate of \$307/\$337 (single/double) per night. Please make your hotel reservations online for the BDAC Meeting. The link for hotel reservations

([https://resweb.passkey.com/Resweb.do?mode=welcome\\_gi\\_new&groupID=3214811](https://resweb.passkey.com/Resweb.do?mode=welcome_gi_new&groupID=3214811)) can also be accessed from the email confirmation you will receive when you register for the BDAC meeting through Cvent. Please make your hotel reservations by April 1st in order to

receive the group rate, as rooms are limited. Reservations must be cancelled 72 hours in advance of arrival to avoid penalty.

## Committee Dinner

The Committee dinner will be held on the evening of Tuesday, May 3. Further details on the dinner location will be forthcoming. The reception will begin at 6:30 p.m. and dinner will follow at 7:30 p.m. Committee members (or their substitutes) electing to attend the committee dinner will pay a standard amount of \$98.00 via credit card as part of the registration process. Please note that if you confirm attendance for the BDAC dinner and cancel within 3 business days of the scheduled event, you will be charged the \$98.00. Attire for the dinner is business casual.

## Online Registration

Please register for the Broker/Dealer Advisory Committee Meeting and associated dinner online via Cvent at <http://members.ici.org/reg/bdac>. Please note that the only way to register for the BDAC meeting and dinner is through the Cvent link above. If you have questions about registration, please contact Raquel Canales at 202/326-5970 or [raquel.canales@ici.org](mailto:raquel.canales@ici.org).

## Agenda Items/Committee Projects

We want your input on agenda items, “shop talk” discussion topics and future BDAC projects for the meeting. Please use the space provided in Cvent to list your ideas and suggestions or e-mail Kathy Joaquin at [kjoaquin@ici.org](mailto:kjoaquin@ici.org). Our experience indicates that if topics are circulated in advance, the value of the discussion is considerably enhanced.

We look forward to seeing you in Washington, DC!

Nino Palermo  
Vice President  
American Funds Distributors, Inc.  
Chairman – Broker/Dealer Advisory Kathleen C. Joaquin  
Director – Operations & Distribution

---

**Source URL:** <https://icinew-stage.ici.org/memo-25031>

Copyright © by the Investment Company Institute. All rights reserved. Information may be abridged and therefore incomplete. Communications from the Institute do not constitute, and should not be considered a substitute for, legal advice.