

MEMO# 32977

December 10, 2020

Registration Now Open for ICI's February 3-4, 2021 Transfer Agent Advisory Committee Virtual Meetings

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December 10, 2020 TO: Transfer Agent Advisory Committee RE: Registration Now Open for ICI's February 3-4, 2021 Transfer Agent Advisory Committee Virtual Meetings

ICI's Transfer Agent Advisory Committee will meet virtually on Wednesday, February 3rd and Thursday, February 4th. The committee meeting will be broken into four 90-minute sessions via the Zoom platform. The meeting schedule is as follows:

- Wednesday, February 3rd, 11:00 am – 12:30 pm ET
- Wednesday, February 3rd, 2:30 – 4:00 pm ET
- Thursday, February 4th, 11:00 am – 12:30 pm ET
- Thursday, February 4th, 2:30 – 4:00 pm ET

We encourage attendees to use the video option during the meeting. If you prefer not to use the Zoom platform, you may dial into the meeting.

An Outlook *placeholder* for each virtual meeting has already been sent to you. We ask that you register via Cvent for *each* session that you plan to attend. **A new meeting invite, including a link to the Zoom session, will be sent only to those participants who register for each virtual session.** The new Zoom meeting invite will replace the placeholders currently on your calendar.

Online registration for each session is available at <https://cvent.me/aQ31kP>.

Registration is limited to one representative per member firm. You must register online in order to receive the Zoom connection/dial-in information.

Shop Talk: Please send me any shop talk items you wish to discuss with the committee **by Wednesday, January 13th.**

If you have any questions about the February 3/4 virtual meeting, please contact Joanne Kane (202-326-5850 or joanne.kane@ici.org).

Lisa Shea
Chairperson - Transfer Agent Advisory Committee
Senior Vice President - Northern Trust Company

Joanne Kane
Senior Director, Operations & Transfer Agency

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