

**MEMO# 25613**

November 3, 2011

## **ICI Risk Management Committee to Hold In-Person Meeting on Wednesday, December 14th in Washington, DC; RSVP by Dec. 5th**

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TO: RISK MANAGEMENT COMMITTEE No. 9-11 RE: ICI RISK MANAGEMENT COMMITTEE TO HOLD IN-PERSON MEETING ON WEDNESDAY, DECEMBER 14TH IN WASHINGTON, DC; RSVP BY DEC. 5TH

An in-person meeting of the Institute's Risk Management Committee has been scheduled on Wednesday , December 14th from 9:30 a.m. to approximately 3:00 p.m. (Eastern) in Washington, D.C. The meeting will take place at the Institute's offices at 1401 H Street, NW. The draft agenda for the meeting is attached.

While there is no charge for attending the meeting, to attend you will need to RSVP by December 5th so we know how many members to expect. During the registration process, please submit at least one issue for possible discussion at the meeting. To RSVP, please email [Gwen.Kelly@ici.org](mailto:Gwen.Kelly@ici.org).

If you have any questions about the meeting or, if I can be of any assistance to you, please do not hesitate to contact me by phone at (202)326-5825 or by email at [tamara@ici.org](mailto:tamara@ici.org). I look forward to seeing each of you at the meeting next month!

Tamara K. Salmon  
Senior Associate Counsel

[Attachment](#)

should not be considered a substitute for, legal advice.