

MEMO# 27525

August 29, 2013

BDAC Meeting Notice - October 23-24, 2013

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TO: BROKER/DEALER ADVISORY COMMITTEE No. 39-13 RE: BDAC MEETING NOTICE - OCTOBER 23-24, 2013

The next meeting of the Broker/Dealer Advisory Committee will take place on Wednesday, October 23 and Thursday, October 24, 2013 at the offices of Investment Company Institute located at 1401 H Street NW, Washington, DC 20005. The Institute is approximately 4 miles (12 minutes estimated driving time) from Ronald Reagan Washington National Airport. The meetings will take place on the 12th floor in the David Silver Conference Room. Please note that the Institute has changed its security access procedures. Meeting attendees now will need to check in with security and wait on the first floor lobby before proceeding to elevators. ICI staff will be stationed in the lobby to provide access to the ICI offices. Please plan to arrive at least 15 minutes prior to the start of the meeting to avoid delay in accessing the Institute offices. On Wednesday, October 23, lunch will be served at 12:00 noon, the meeting will begin at 1:00 p.m. and conclude at 5:00 p.m. On Thursday, October 24, the meeting will begin at 9:00 a.m. Continental breakfast will be provided before the meeting, lunch will be served at noon and the meeting is expected to continue until approximately 2:00 p.m. Attire for the meeting is business. Please note that all times are in Eastern Time.

Hotel Accommodations

A block of rooms has been reserved at the Hamilton Crowne Plaza located at 1001 14th Street NW, Washington, DC 20005 for the evenings of October 22nd and 23rd at a rate of \$299 per night. The Hamilton is less than a half mile and within walking distance. To make reservations, please call the hotel at (800)263-9802 and indicate that you are an Investment Company Institute meeting attendee. Please make your hotel reservations as soon as possible as rooms are limited. All reservations must be guaranteed by September 22, 2013 to receive the room block rate. Reservations must be cancelled 24 hours prior to the day of arrival to avoid penalty.

Committee Dinner

The Committee dinner will be held on the evening of Wednesday, October 23. Further details on the dinner location will be forthcoming. The reception will begin at 6:30 p.m. and dinner will follow at 7:15 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 www.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.

Agenda Items/Committee Projects

We want your input on agenda items, “shop talk” discussion items and future BDAC projects for the meeting. Please use the space provided in Cvent to list your ideas and suggestions or e-mail Marty Burns at mburns@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 Committee Martin A. Burns
Senior Director, Operations & Distribution

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