

**MEMO# 24829**

January 4, 2011

## **Agenda and Location Change for February 17, 2011 Sales Force Marketing Committee Meeting**

[24829]

January 4, 2011

TO: SALES FORCE MARKETING COMMITTEE No. 1-11 RE: AGENDA AND LOCATION CHANGE  
FOR FEBRUARY 17, 2011 SALES FORCE MARKETING COMMITTEE MEETING

As we previously informed you, the Investment Company Institute's Sales Force Marketing Committee will meet on Thursday, February 17, 2011, from 8:30 am to 1:15 pm. Please note that the location of this meeting has changed. Rather than taking place at ICI's offices, the meeting will be held at the Sphinx Club, which is very conveniently located at 1315 K Street, NW, in Washington, DC. For those of you staying at the recommended hotel, The Hamilton Crowne Plaza, the Sphinx Club is just steps away from the Crowne Plaza.

A continental breakfast will be available beginning at 8:00 am and lunch will be provided as part of the meeting. ICI's President Paul Stevens will be the first speaker at the meeting, and ICI's Chief Public Communications Officer Greg Ahern will end the meeting with a luncheon address.

### **Networking Dinner**

An optional networking dinner for meeting attendees will be held on Wednesday evening, February 16, at DC Coast, which is located at 1401 K Street, NW (reception at 6:30 pm and dinner at 7:00 pm). The restaurant's phone number is 202/216-5988, and the web address is <http://www.dccoast.com>. DC Coast is across the street from the Crowne Plaza and the Sphinx Club. The cost to attend the reception and dinner is \$85. Please note that if you cancel a dinner registration with less than three business days notice, the \$85 will NOT be refunded.

# Meeting Registration

Committee members should register for the Sales Force Marketing Committee meeting and the networking dinner at <http://members.ici.org/reg/salesforce>. When registering, please provide any topics you would like addressed at the meeting and any questions you might have for ICI President Paul Stevens, who will be our first meeting speaker.

## Hotel

A block of rooms has been reserved at the Hamilton Crowne Plaza for meeting attendees. The Crowne Plaza is located at 14th and K Streets, NW, in Washington, DC. To make your hotel reservation, please call the hotel directly at 800/263-9802 by January 24, 2011 and mention your Investment Company Institute affiliation in order to receive the \$249 room rate.

## Other

Business attire will be appropriate for the committee meeting and business casual attire for the dinner.

If you have any questions about the February 17, 2011 committee meeting, please contact Linda Brenner at 202/326-5883 (email: [brenner@ici.org](mailto:brenner@ici.org)). We look forward to seeing you in February.

Peter Jones  
President  
Franklin Templeton Distributors, Inc. Linda Brenner  
Director, Operations & Continuing Education  
Investment Company Institute  
[Attachment \(in .pdf format\)](#)

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