

**MEMO# 31043**

January 22, 2018

## **Accounting Policy Subcommittee Meeting - February 28**

[31043]

January 22, 2018 TO: Accounting Policy Subcommittee RE: Accounting Policy Subcommittee Meeting - February 28

The next meeting of the Accounting Policy Subcommittee will take place on Wednesday, February 28. Lunch will be available beginning at 12:30 p.m. The meeting will begin at 1:00 p.m. and conclude at 5:30 p.m. The meeting will take place in the Institute's 11th Floor Conference Room. The Accounting/Treasurers Committee meeting will take place on Thursday, March 1. Accounting/Treasurers Committee members will receive a separate meeting notice.

### **Subcommittee Dinner**

The Subcommittee dinner will be held on Wednesday, February 28 at a local restaurant. Members electing to attend the dinner will pay a standard amount of \$115.00 per person (via credit card) as part of the meeting registration process. Please note that dinner cancellations must be made three days in advance of the event in order to receive a refund of your payment.

### **Hotel Accommodations**

A block of rooms has been reserved for meeting attendees at the Hyatt Place Washington DC/White House located at 1522 K Street, NW, Washington, DC for the evening of Wednesday, February 28. The room rate is \$239 plus tax. To make a reservation, please call the hotel at 1-888-492-8847 and ask for a room in the Investment Company Institute block of rooms. ***Please make your hotel reservations as soon as possible as rooms are limited. All reservations must be guaranteed before the cutoff date of February 5 to receive the room block rate.*** Reservations must be cancelled 72 hours prior to arrival to avoid penalty.

### **Online Registration**

To register for the Accounting Policy Subcommittee meeting and dinner, please visit our registration site at <http://www.cvent/reg/accountingpolicy>. Please note that the only way to register for the committee meeting and dinner is through the link indicated above. If you have any questions about registration, please contact Magen Dargon at 202/326-5943 or [magen.dargon@ici.org](mailto:magen.dargon@ici.org).

## **Building Security**

Please note that due to enhanced building security procedures, meeting attendees will need to check in at the lobby security desk.

## **Continuing Professional Education Credit**

Meeting attendees are eligible for 4 hours of CPE credit (Accounting/Auditing, and Specialized Knowledge and Applications). The Investment Company Institute is registered with the National Association of State Boards of Accountancy (NASBA) as a sponsor of continuing professional education on the National Registry of CPE Sponsors. State boards have final authority on the acceptance of individual courses for CPE credit. Complaints regarding registered sponsors may be addressed to NASBA, 150 Fourth Avenue North, Suite 700, Nashville, TN 37219-2417, or [www.nasba.org](http://www.nasba.org).

- *Learning Objectives:* To provide updates on current accounting, auditing and regulatory developments affecting mutual funds and investment advisers.
- *Program Level:* Update
- *Delivery Mode:* Group Live Course
- No prerequisites or advance preparations are necessary for this conference.

## **Suggested Agenda Items**

We would like to get your input on agenda items for the meeting. Please use the space provided during on-line registration to suggest items or email your suggestions to Greg Smith ([smith@ici.org](mailto:smith@ici.org)). A preliminary agenda will be circulated to the Subcommittee prior to the meeting.

We look forward to seeing you in Washington!

Michael Hebert  
Chair - Accounting Policy Subcommittee  
Vice President - Eaton Vance Management

Gregory M. Smith  
Senior Director, Fund Accounting and Compliance