

MEMO# 29198

July 28, 2015

International Operations Advisory Committee Meeting Notice - Thursday, September 17, 2015

[29198]

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TO: INTERNATIONAL OPERATIONS ADVISORY COMMITTEE No. 20-15 RE: INTERNATIONAL
OPERATIONS ADVISORY COMMITTEE MEETING NOTICE - THURSDAY, SEPTEMBER 17, 2015

The next meeting of the ICI's International Operations Advisory Committee (IOAC) will take place on Thursday, September 17, 2015 in Luxembourg and Washington, DC, with the meeting sites linked by video conference. Meeting details for each site are below:

Luxembourg Meeting Site - Franklin Templeton

The meeting will take place from 2:00 p.m. – 7:00 p.m. CET at the offices of Franklin Templeton, 8A, rue Albert Borschette, L-1246 Luxembourg. Lunch will be provided at 12:30 p.m. Attire for the meeting is business dress. Further logistical information will be provided as necessary prior to the meeting date.

Committee Dinner – Luxembourg:

The ICI will host an optional Committee networking dinner following the IOAC meeting on Thursday, September 17, 2015, at 8:00 p.m. at a venue to be selected. There is a cost of \$110.00 for the dinner which you will pay at the time that you register for the meeting. Attire for the dinner is smart casual.

Lodging – Luxembourg

Be aware that due to the European Congress and ALFI Conference in Luxembourg, all hotels are at a premium. The following hotels are in close proximity to Franklin Templeton. Please contact a hotel directly to make your room reservation and consider booking your travel as soon as possible.

NH Hotel
Route de Treves, 1019
Luxembourg City, Luxembourg

www.nh-hotels.com/hotel/nh-luxembourg

Sofitel

4, Rue du Fort Niedergrunewald

Quartier Européen Nord

Luxembourg City, Luxembourg

www.sofitel.com/gb/hotel-1314-sofitel-luxembourg-europe/index.shtml

Meliá Luxembourg

1 Park Draï Eechelen

Luxemburg, Luxembourg

www.melia.com

US Meeting Site - ICI, Washington, DC

The meeting will take place from 8:00 a.m. until 1:00 p.m. ET in Conference Room 12A, located on the 12th floor of Investment Company Institute, 1401 H Street, NW, Washington, DC 20005. Continental breakfast will be provided at 7:30 a.m. and lunch will be available at the conclusion of the meeting. Attire for the meeting is business dress.

Please note that due to enhanced building security procedures, meeting attendees will need to check in at the first floor security desk where they will be met by ICI staff, who will provide elevator access to the ICI offices. Visitors will NOT be able to use the elevators without the assistance of ICI staff. Please plan to arrive at least 15 minutes prior to the start of the meeting to avoid delay in accessing the Institute's offices.

Committee Dinner - Washington, DC:

The ICI will host an optional Committee networking dinner for the meeting attendees on Wednesday, September 16, 2015 at 7:00 p.m. at a venue to be selected. There is a cost of \$105.00 for the dinner, which you will pay at the time that you register for the meeting. Attire for the dinner is business casual.

Lodging - Washington, DC:

The following hotels are in close proximity to ICI. Please contact a hotel directly to make your room reservation:

Sofitel

806 15th Street, NW

Washington, DC 20005

Tel: (202) 730-8800

www.sofitel.com/WashDC

Grand Hyatt Washington

1000 H Street, NW

Washington, DC 20001

Tel: (202) 582-1234

www.hyatt.com/GrandHyatt

JW Marriott Hotel Pennsylvania Avenue

1331 Pennsylvania Avenue, NW

Washington, DC 20004
Tel: (202) 393-2000
www.marriott.com/Washington

Online Meeting Registration

Please register online to attend the IOAC meeting by visiting our registration site at www.ici.org/reg/ioac. If you have questions about registration, please contact Allison White at (202) 326-5943 or allison.white@ici.org.

Members are encouraged to provide suggested shop talk topics for this meeting either during the registration process or by email or phone to Marty Burns, ICI at mburns@ici.org or (202) 326-5980 no later than the end of August 2015.

Meeting Materials

An agenda and materials will be posted to the ICI website prior to the meeting date. An email notifying agenda and material availability will be sent under separate cover. Hard copies of materials will also be provided at the meeting.

We look forward to seeing you in Luxembourg or Washington, DC on September 17!

Maureen A. Leary-Jago
President
MFS Investment Management
Chair -
International Operations Advisory Committee
Martin A. Burns
Acting Chief Industry Operations Officer

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