

MEMO# 30487

December 19, 2016

BTRAC Meeting Notice - February 8-9, 2017

[30487] December 19, 2016 TO: Bank, Trust and Retirement Advisory Committee RE: BTRAC Meeting Notice - February 8-9, 2017

The next Bank, Trust and Retirement Advisory Committee meeting will be held on Wednesday, February 8, 2017, from 1:00 p.m. to 5:00 p.m. and on Thursday, February 9, 2017, from 9:00 a.m. to 12:00 p.m. The meetings will take place in the Gasparilla Hall conference room, located on the first floor of the DTCC office, 18301 Bermuda Green Drive, Tampa, FL. 33647. DTCC is less than 26 miles from Tampa International Airport. Lunch will be served on the first day of the meeting beginning at 12:00 noon. A continental breakfast and lunch will be provided on the second day. The meeting attire is business casual.

Please note that due to enhanced building security procedures, please plan to arrive at least 15 minutes prior to the start of the meeting to avoid delay in accessing DTCC offices

The BTRAC/BDAC Dividend Distribution Task Force will meet on Wednesday, February 8, 2017 from 9:00 a.m. – 12:00 noon, with both continental breakfast and lunch provided. BTRAC members that are not on the task force are welcome to register and attend. Additionally, the BDAC/BTRAC Swing Pricing Task Force will meet on Thursday, February 9, 2017 from 1:30 p.m. to 5:00 p.m. and Friday February 10 from 9:00 a.m. to Noon. BTRAC members not on the task force are welcome to register and attend the meeting. You can register for both meetings when you register for the BTRAC committee meeting using the Cvent on-line registration link provided below. A separate email will be sent as well.

Hotel Accommodations

A block of rooms has been reserved at the Marriott Springhill Suites, 5396 Primrose Lake Circle, Tampa, FL. 33647 for the evenings of February 7-9, 2017, at a rate of \$111.00 plus tax per night. The Marriott is approximately 3.0 miles from DTCC offices. To make hotel reservations, please call the hotel at (813) 558-0300 and identify yourself as a member of the Investment Company Institute. ***Please make your hotel reservations as soon as possible as rooms are limited. All reservations must be guaranteed by January 16 to receive the room block rate.*** Reservations must be cancelled 72 hours prior to the day of arrival to avoid penalty.

Committee Dinner

The Committee dinner will be held on the evening of Wednesday, February 8, 2017 at a

location to be determined. 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 **\$105.00** via credit card as part of the meeting registration process. *Please note that if you confirm attendance for the BTRAC dinner and cancel within 3 business days of the scheduled event, you will be charged the \$105.00.* Attire for the dinner is business casual.

Online Registration

To register for the Bank, Trust and Retirement Advisory Committee meeting and dinner, please visit our registration site at www.ici.org/reg/btrac. ***Please note that the only way to register for the BTRAC meeting and dinner is through the Cvent link above.*** If you have questions about registration, please contact Valencia Paige at 202-326-5846 or valencia.paige@ici.org.

Shop Talk

Committee members or their substitutes are encouraged to submit shop talk items either through the online registration process or to John Randall at john.randall@ici.org 202-326-5930 no later than **January 27**. We find that our discussion is most effective when meeting attendees have sufficient time to review and prepare response to shop talk questions prior to the meeting.

We look forward to seeing you in Tampa!

John Randall
Director, Operations and Distribution

James Waters
Chairman – Bank, Trust and Retirement Advisory Committee

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