

MEMO# 24496

August 17, 2010

BTRAC Meeting Notice - October 13-14, 2010

[24496]

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TO: BANK, TRUST AND RECORDKEEPER ADVISORY COMMITTEE No. 26-10 RE: BTRAC MEETING NOTICE - OCTOBER 13-14, 2010

The next Bank, Trust and Recordkeeper Advisory Committee meeting will be held on Wednesday, October 13 and Thursday, October 14, 2010. As a result of the construction at the ICI, the next meeting will be held offsite at the Ronald Reagan Building and International Trade Center at 1300 Pennsylvania Avenue, NW, Washington, D.C. 20004. The Ronald Reagan Building is approximately 3 miles from the Ronald Reagan Washington National Airport and within walking distance or a very short cab ride of the hotel location. The meetings will take place in the International Getaway Room on the Mezzanine level. Meeting attendees will need to show ID and arrive at least 10 minutes prior to the start of the meetings in order to go through security before proceeding to the conference room. On Wednesday, October 13, 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 14, 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 casual. Please note that all times are Eastern Time.

Hotel Accommodations

A block of rooms has been reserved at the Sofitel Washington located at 806 15th Street, NW, Washington, D.C. 20005 for the evenings of October 12th and 13th at a rate of \$295.00 per night. To make reservations, please call the hotel at (202) 730-8800 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 24, 2010 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 13, at the Mio Restaurant (<http://miorestaurant.com/>) located at 1110 Vermont Avenue, NW, Washington, D.C. 20005 (202) 361-8437. The Mio is less than a mile from Sofitel. The reception will begin at 6:30 p.m. with dinner being served at 7:30 p.m. Committee members (or their substitutes) electing to attend the committee dinner will pay a standard amount of \$85.00 via credit card as part of the 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 \$85.00. Attire for the dinner is business casual.

Online Registration

To register for the Bank, Trust and Recordkeeper Advisory Committee meeting and dinner, please visit our registration site at <http://members.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 Raquel Canales at 202/326-5970 or Raquel.canales@ici.org.

We look forward to seeing you in Washington!

Brian O'Loughlin

Fidelity Investments

Chairman – Bank, Trust and Recordkeeper Advisory Committee Martin A. Burns

Director – Institutional Operations & Service

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