

MEMO# 31180

April 23, 2018

BTRAC Meeting Notice- June 6-7, 2018

[31180]

April 23, 2018 TO: Bank, Trust and Retirement Advisory Committee RE: BTRAC Meeting Notice- June 6-7, 2018

The next Bank, Trust and Retirement Advisory Committee (BTRAC) meeting will take place on Wednesday, June 6 through Thursday, June 7, 2018. The meetings will take place in the David Silver conference room, located on the 12th floor of the Investment Company Institute, 1401 H Street, NW, Washington, DC 20005.

There will be a pre-meeting on the morning of Wednesday, June 6th from 9:00 a.m. – noon with breakfast available. Members of the Large Trade Utility Working Group are encouraged to attend the pre-meeting, all committee members are welcome.

On Wednesday, June 6th, the official committee meeting will begin with lunch being served at 12:00 p.m. with the meeting beginning at 1:00 p.m. and will conclude at 5:00 p.m. On Thursday, June 7th, the meeting will begin at 9:00 a.m., breakfast will be available at 8:30 a.m. Lunch will be provided, and the meeting is expected to continue until approximately 2:00 p.m. 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 ICI offices.

Hotel Accommodations - Deadline May 15, 2018

A block of rooms has been reserved at the Hamilton Hotel for the evenings of June. 5 & 6, 2018, at a rate of \$319.00 plus tax per night. The Hamilton is approximately .5 miles from the ICI offices. To make hotel reservations, please call the hotel at 202-218-7516 and identify yourself as a member of the ICI BTRAC Meeting. To make a reservation online, please use [this link](#). Please make your hotel reservations as soon as possible as rooms are limited. All reservations must be guaranteed by May 15, 2018 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, June 6, 2018 at Acadiana- 901 New York Ave NW, Washington, DC 20001. 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 \$115.00 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 \$115.00. 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 Magen Dargon at 202-326-5943 or magen.dargon@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 May 23, 2018. 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 Washington, D.C.!

James Waters
Chair – Bank, Trust and Retirement Advisory Committee

John Randall
Director, Operations and Distribution

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