

MEMO# 27772

December 13, 2013

BDAC Meeting Notice - January 22-23, 2014

[27772]

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TO: BROKER/DEALER ADVISORY COMMITTEE No. 55-13 RE: BDAC MEETING NOTICE - JANUARY 22-23, 2014

The next meeting of the Broker/Dealer Advisory Committee will take place on Wednesday, January 22 and Thursday, January 23, 2014 at the offices of Vanguard located at 14321 N. Northsight Boulevard, Scottsdale, AZ 85260. Vanguard is approximately 20.5 miles (22 minutes estimated driving time) from Phoenix Sky Harbor International Airport. The meetings will take place in the Windsor Building in room 184. Attendees will be required to show a valid ID to proceed through the security gate (Northsight Boulevard) and enter the campus. Once attendees arrive at the Windsor building, they will utilize the intercom system to speak with the lobby officer and receive access to the building. Once inside the building, check in with the lobby officer as visitor badges will be issued before proceeding to the conference room. Please allow sufficient time to go through the security process for each day of the meeting. On Wednesday, January 22, 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, January 23, 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 in Mountain Time.

Hotel Accommodations

A block of rooms has been reserved at the Fairmont Scottsdale Princess located at 7575 E. Princess Drive, Scottsdale, AZ 85255 for the evenings of January 21st and 22nd at a rate of \$329 per night. The Fairmont is approximately 4.3 miles (10 minutes estimated driving time) from Vanguard. To make reservations, please call the hotel at 1-800-344-4758 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 December 30, 2013 to receive the room block rate. Reservations must be cancelled 7 days prior to the day of arrival to avoid penalty.

Committee Dinner

The Committee dinner will be held on the evening of Wednesday, January 22. Further

details on the dinner location will be forthcoming. The reception will begin at 6:30 p.m. and dinner will follow at 7:30 p.m. Committee members (or their substitutes) electing to attend the committee dinner will pay a standard amount of \$98.00 via credit card as part of the registration process. Please note that if you confirm attendance for the BDAC dinner and cancel within 3 business days of the scheduled event, you will be charged the \$98.00. Attire for the dinner is business casual.

Online Registration

Please register for the Broker/Dealer Advisory Committee Meeting and associated dinner online via Cvent www.ici.org/reg/bdac. Please note that the only way to register for the BDAC 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.

Agenda Items/Committee Projects

We want your input on agenda items, “shop talk” discussion items and future BDAC projects for the meeting. Please use the space provided in Cvent to list your ideas and suggestions or e-mail Marty Burns at mburns@ici.org. Our experience indicates that if topics are circulated in advance, the value of the discussion is considerably enhanced.

We look forward to seeing you in Scottsdale!

Nino Palermo
Vice President
American Funds Distributors, Inc.
Chairman – Broker/Dealer Advisory Committee Martin A. Burns
Senior Director – Operations & Distribution

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