

MEMO# 24008

December 10, 2009

BTRAC Meeting Notice - February 17-18, 2010

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TO: BANK, TRUST AND RECORDKEEPER ADVISORY COMMITTEE No. 53-09 RE: BTRAC
MEETING NOTICE - FEBRUARY 17-18, 2010

The next meeting of the Bank, Trust and Recordkeeper Advisory Committee will be held on Wednesday, February 17 and Thursday, February 18, 2010 at meeting facilities adjacent to The Newport Group located at 1200 Bridgewater Drive, Heathrow, FL 32746. The Newport Group's meeting facilities are approximately 32 miles from the Orlando International Airport and 10 miles from the Orlando Sanford International Airport. The meetings will take place in the Veranda Room on the first floor adjacent to the main entrance of the building. Parking is available on-site. On Wednesday, February 17, lunch will be served at 12:00 noon, the meeting will begin at 1:00 p.m. and conclude at 5:00 p.m. ET. On Thursday, February 18, 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 3:00 p.m. ET. Attire for the meeting is business casual.

Hotel Accommodations

A block of rooms has been reserved at the Orlando Marriott Lake Mary located at 1501 International Parkway, Lake Mary, FL 32746 for the evenings of February 16th and 17th at a rate of \$119.00 per night. The Orlando Marriott Lake Mary is approximately 2 miles from the meeting facilities. To make reservations, please call the hotel at (407) 995-1100 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 January 17, 2010 to receive the room block rate. Reservations must be cancelled 48 hours prior to the day of arrival to avoid penalty.

Committee Dinner

The Committee dinner will be held on the evening of Wednesday, February 17. More information on the dinner location will be forthcoming. 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 Beth Sumler at 202/326-5970 or esumler@ici.org.

We look forward to seeing you in Florida!

Brian O'Loughlin

Fidelity Investments

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

Director - Institutional Operations & Service

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