

MEMO# 30064

July 20, 2016

International Operations Advisory Committee Meeting, Thursday, September 22, 2016

[30064]

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TO: INTERNATIONAL OPERATIONS ADVISORY COMMITTEE No. 16-16 RE: INTERNATIONAL OPERATIONS ADVISORY COMMITTEE MEETING, THURSDAY, SEPTEMBER 22, 2016

The next meeting of the ICI's International Operations Advisory Committee will take place on Thursday, September 22, 2016 in Luxembourg and New York City, with the meeting sites linked via video conference. Meeting details for each site are below:

Luxembourg Meeting Site - BNP Paribas

The meeting will take place from 1:00 p.m. until approximately 6:00 p.m. CEST at the offices of BNP Paribas, 50 Ave. J.F. Kennedy, L-2951, Luxembourg. Lunch will be provided at 12:30 p.m. Attire for the meeting is business dress. Further logistical information will be provided as necessary prior to the meeting date.

Committee Dinner

The ICI will host an optional Committee networking dinner following the IOAC meeting on Thursday, September 22, 2016, at 7:00 p.m. CEST at a venue to be selected. There is a cost of \$110.00 for the dinner which you will pay at the time that you register for the meeting. Attire for the dinner is business casual.

Lodging

The following hotels are in close proximity (10-15 minutes by car) to the offices of BNP Paribas. Please contact a hotel directly to make your room reservation and consider booking your travel as soon as possible.

Melia Luxembourg

1, Park Drai Eechelen, Kirchberg, L-1499, Luxembourg

www.melia.com/en/hotels/luxembourg/luxembourg/melia-luxembourg/index.html

Alvisse Parc Hotel

120 Route d'Echternach, 1453 Luxembourg

<http://www.parc-hotel.lu/en/>

New York City - BNP Paribas

The meeting will take place from 8:00 a.m. until approximately 1:00 p.m. ET at the offices of BNP Paribas, 787 7th Ave., 9th Fl., New York, NY 10019. Continental breakfast will be provided at 7:30 a.m. and lunch will be available at the conclusion of the meeting. Attire for the meeting is business dress.

Committee Dinner

The ICI will host an optional Committee networking dinner for the meeting attendees on Wednesday, September 21, 2016, at 7:00 p.m. ET at a venue to be selected. There is a cost of \$105.00 for the dinner which you will pay at the time that you register for the meeting. Attire for the dinner is business casual.

Online Meeting Registration

Please register online to attend the IOAC meeting by visiting our registration site at www.ici.org/reg/ioac. If you have any questions about the registration, please contact Stefanie Steiner at (202) 326-5943 or Stefanie.steiner@ici.org.

Meeting Materials

An agenda and meeting materials will be posted to the ICI website prior to the meeting date. An email notifying agenda and material availability will be sent under separate cover. As always, hard copies of materials will be provided at the meeting.

We look forward to seeing you in Luxembourg or New York on September 22, 2016!

Bilal Nasreddine
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Putnam Investments
Chair – IOAC Ahmed Elghazaly
Director - Securities Operations
Investment Company Institute

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