

**MEMO# 4349**

December 22, 1992

## **NOTICE OF MEETING - FEBRUARY 25, 1993**

December 22, 1992 TO: ACCOUNTING/TREASURERS COMMITTEE NO. 48-92 INDEPENDENT ACCOUNTANTS ADVISORY GROUP RE: NOTICE OF MEETING - FEBRUARY 25, 1993

This is to inform you that there will be a joint meeting of the Accounting/Treasurers Committee and the Independent Accountants Advisory Group on Thursday, February 25, 1993, at the Sheraton Crystal City Hotel located at 1800 Jefferson Davis Highway in Arlington, Virginia. The hotel is located a half mile from National Airport. The meeting is scheduled to begin at 10:00 a.m., lunch will be served and the meeting is expected to continue until approximately 2:00 p.m. An Accounting Policy Subcommittee meeting is planned for the same day at the same location beginning at 2:30 p.m. and continuing until approximately 4:30 p.m. A more detailed meeting notice will be sent to members of that group shortly. For your convenience, we have reserved a block of sleeping rooms at the Sheraton Crystal City Hotel for the night of Wednesday, February 24, 1993 at the rate of \$115.00 single/\$130.00 double. To make a reservation, please call the hotel at 703/486-1111 by February 4 and ask for a room in the ICI Accounting/Treasurers block of rooms. Please complete and return the attached Meeting Response Form by February 4 to Rita Pemberton either by fax (202/293-1058) or return mail to: Rita Pemberton Investment Company Institute 1600 M Street, N.W. - 6th Floor Washington, D.C. 20036 In an effort to control costs, we are asking each of you to tell us whether or not you will be staying for lunch on February 25. Please note your desire to stay for lunch on the attached Meeting Response Form. This way we will know for certain how many of you plan to stay for lunch and we can order for the appropriate number of people.

-2- For your information, future meetings of the Accounting/Treasurers Committee and Independent Accountants Advisory Group as well as for the Accounting Policy Subcommittee will be held in 1993 as follows: June 22, 1993 - Boston November 9, 1993 - Washington, D.C. Please mark your calendars for these future meetings. Agendas for the February 25 meetings will follow. Richard A. Silver Donald E. O'Connor Chairman, Accounting/ Vice President - Operations Treasurers Committee Attachment