

MEMO# 11536

January 10, 2000

REGISTRATIONS DUE FOR FEBRUARY 2000 COMMITTEE MEETINGS

[11536] January 10, 2000 TO: DIRECT MARKETING COMMITTEE No. 1-00 SALES FORCE
MARKETING COMMITTEE No. 1-00 RE: REGISTRATIONS DUE FOR FEBRUARY 2000
COMMITTEE MEETINGS

Please note that the deadline for making your hotel reservations at the Sheraton El Conquistador in Tucson, Arizona for the Investment Company Institute's Joint Winter Committee Meetings is Thursday, January 13, 2000. To make your room reservations, please call the hotel at 520/544- 5000. (Please mention the Institute's name to obtain the special room rate of \$219 for a single or double room.) Meeting agendas, a schedule and a registration form are attached. If you have not already done so, please return the registration form to the Institute as soon as possible. Members of the Sales Force Marketing Committee should also note that there will be a committee-only dinner on Monday, February 14th at 6:30 pm in Canyon Suite 1 at the Sheraton El Conquistador with Philip Grosch of PriceWaterhouseCoopers as the featured speaker. Mr. Grosch will discuss the benefits of instituting an enterprise-wide customer relationship management program. This dinner is not included on the general schedule or on the registration form. To register for this dinner, please contact me directly at 202/326-5883; fax: 202/326-5853 or email: brenner@ici.org. We look forward to seeing you at the 2000 Joint Winter Committee Meetings. If you have any questions about these meetings, please contact me at 202/326-5883; email: brenner@ici.org. Linda Brenner Director, Operations and Training Enclosures