

MEMO# 18059

October 1, 2004

OPERATIONS COMMITTEE MEETING - NOVEMBER 7, 2004

[18059] October 1, 2004 TO: OPERATIONS COMMITTEE No. 19-04 RE: OPERATIONS COMMITTEE MEETING - NOVEMBER 7, 2004 The next meeting of the Operations Committee will take place on Sunday, November 7, 2004 at the Hyatt Regency Grand Cypress in Orlando, Florida. The Operations Committee meeting will precede the start of the 2004 Operations Conference, which will also be held at the Hyatt Regency Grand Cypress from November 7 to 10. The meeting will begin at 10:00 a.m. and will conclude by 1:00 p.m. Continental breakfast and lunch will be provided. You will be advised of the meeting room name prior to November 7th. Attire for the meeting is casual. Conference attendees will be staying at the Hyatt Regency Grand Cypress located at One Grand Cypress Boulevard, Orlando, FL. Reservations must be made directly with the hotel by calling 407/239-1234. Be sure to identify yourself as an Investment Company Institute conference attendee to secure the rate of \$245 (single/double). For more information about the conference please visit our web site at <http://conferences.ici.org>. Please confirm your attendance at the meeting by completing the attached Meeting Response Form and returning it no later than October 22, 2004 to Agnes Thomas either by fax (202-326-8314) or by e-mail (agnes@ici.org). It is important that all committee members complete and return the form regardless of whether or not you are attending the meeting. Your cooperation is greatly appreciated. The meeting agenda will be sent to you in advance of the meeting. We look forward to seeing you in Orlando! Janet A. Clifford Donald J. Boteler President, MFS Investment Management Vice President - Operations Chair, Operations Committee Attachment (in .pdf format)