

**MEMO# 15631**

February 7, 2003

## **NOTICE OF MEETING - MARCH 5, 2003**

[15631] February 7, 2003 TO: ACCOUNTING POLICY SUBCOMMITTEE No. 1-03 RE: NOTICE OF MEETING - MARCH 5, 2003 A meeting of the Accounting Policy Subcommittee has been scheduled for March 5, 2003 at the offices of the Investment Company Institute, 1401 H Street, NW, Washington, D.C. The meeting will be held in the 11th Floor Conference Room. The meeting will begin at 3:00 p.m. and should conclude by 6:00 p.m. For your convenience we have reserved a block of sleeping rooms at the Hamilton Crowne Plaza for the night of Wednesday, March 5 at the rate of \$198. The Hamilton Crowne Plaza is located at 14th & K Streets, N.W. To make a room reservation, please call the hotel at (202) 682-0111 by February 18 and ask for a room in the ICI/Investment Company Institute block of rooms. Please indicate on the attached sheet whether you plan to attend the meeting. In addition, please provide any agenda items that you would like to discuss at the meeting. 2003 Committee Meeting Dates For your information, 2003 meetings of the Accounting Policy Subcommittee, the Accounting/Treasurers Committee and the Institute's 2003 Tax & Accounting Conference have been scheduled as follows: Accounting Policy Subcommittee March 5 Accounting/Treasurers Committee March 6 Accounting Policy Subcommittee June 4 Accounting/Treasurers Committee June 5 Tax & Accounting Conference (Orlando) September 14 - 17 Accounting Policy Subcommittee December 2 Accounting/Treasurers Committee December 3 Gregory M. Smith Director - Operations/ Compliance & Fund Accounting Attachment (in .pdf format)

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