

**MEMO# 8274**

September 30, 1996

## **NOTICE OF MEETING - NOVEMBER 21, 1996**

September 30, 1996 TO: ACCOUNTING/TREASURERS COMMITTEE No. 38-96 INDEPENDENT ACCOUNTANTS ADV. GROUP No. 8-96 RE: NOTICE OF MEETING - NOVEMBER 21, 1996

\_\_\_\_\_ 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, November 21, 1996 at the offices of the Investment Company Institute, 1401 H Street, NW in Washington. The meeting will be held in the Silver conference room which is located on the twelfth floor. 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 has been scheduled for the afternoon of Wednesday, November 20. A separate notice will be sent to members of that group shortly. If you have any current issues which you would like to place on the meeting agenda please call Greg Smith at the ICI (202/326-5851) or describe the issues on the attached meeting response form. For your convenience, we have reserved a block of sleeping rooms at the Marriott Metro Center for the night of Wednesday, November 20 at the rate of \$179. To make a reservation, please call the hotel at 202/737-2200 or 800/228-9290 by October 30 and ask for a room in the Investment Company Institute Accounting/Treasurers block of rooms. The Marriott Metro Center is located at 775 12th Street, NW, Washington. Please complete and return the attached meeting response form (even if you do not plan to attend) by November 8 to Agnes Thomas either by facsimile (202/326-5853) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW Washington, DC 20005-2148 An agenda for the November 21 meeting will follow. Susan C. Coté Gregory M. Smith Chair - Director - Operations/ Accounting/Treasurers Committee Compliance & Fund Accounting Attachment ACCOUNTING/TREASURERS COMMITTEE INDEPENDENT ACCOUNTANTS ADVISORY GROUP Thursday, November 21, 1996 Investment Company Institute 1401 H Street, NW Washington, DC 20005 Meeting Response Form NAME: FIRM: Please indicate below whether you plan to attend: YES NO Meeting Lunch Agenda Discussion Items 1. 2. Please send this completed form (even if you do not plan to attend) no later than November 8 either by facsimile (202/326-5853) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW Washington, DC 20005-2148