

MEMO# 16018

May 6, 2003

NOTICE OF MEETING - JUNE 5, 2003

[16018] May 6, 2003 TO: ACCOUNTING/TREASURERS COMMITTEE No. 17-03 INDEPENDENT ACCOUNTANTS ADVISORY COMMITTEE No. 3-03 RE: NOTICE OF MEETING - JUNE 5, 2003

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, June 5, 2003 at the offices of the Investment Company Institute. The ICI is located at 1401 H Street, NW, in Washington, DC. The meeting will take place in the David 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 1:00 p.m. For your convenience, we have reserved a block of sleeping rooms at the J.W. Marriott Hotel for the night of Wednesday, June 4 at the rate of \$179. The J.W. Marriott Hotel is located at 1331 Pennsylvania Avenue, N.W. To make a reservation, please call the hotel at 202/393- 2000 or 800-228-9290 by May 15 and ask for a room in the ICI/Investment Company Institute block of rooms. Please complete the attached meeting response form and return it to Agnes Thomas by May 30 either by fax (202/326-8314) or return email (agnes@ici.org). Please be advised that due to enhanced security at 1401 H Street, all committee members attending the meeting will be required to sign-in at the desk in the building lobby. To expedite this process, ICI will provide a list of all committee members expected to attend the meeting to building security. When entering the building, please inform building security that you are attending an ICI meeting. If you have any current issues, which you would like to place on the meeting agenda please call Greg Smith at 202/326-5851 or include them on the attached meeting response form. An agenda for the June 5 meeting will follow. Gregory M. Smith Director - Operations/ Compliance & Fund Accounting Attachment (in .pdf format)

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