

MEMO# 15067

August 26, 2002

MEETING NOTICE - OCTOBER 3, 2002

[15067] August 26, 2002 TO: BANK AND TRUST ADVISORY COMMITTEE No. 10-02 RE: MEETING NOTICE - OCTOBER 3, 2002 The next meeting of the Bank and Trust Advisory Committee will be held on Thursday, October 3, 2002 at the offices of the Vanguard Group located at 100 Vanguard Boulevard in Malvern, Pennsylvania. The meeting will begin at 9:00 a.m. Lunch will be served at noon and the meeting is expected to conclude by 2:00 p.m. Following the meeting, committee members are invited to participate in a tour of Vanguard facilities. The tour will conclude by 3:00 p.m. ACCOMMODATIONS AT THE WYNDHAM VALLEY FORGE SUITES If you require overnight accommodations, please contact the Wyndham Valley Forge Suites at 610-647-6700. The hotel is located at 888 Chesterbrook Boulevard, Wayne, Pennsylvania. The room rate is \$149 single/double. Please be sure to mention that you are attending an Investment Company Institute (ICI) Bank and Trust Advisory Committee function. You must make your reservations no later than September 5 to receive this discounted rate. Please make note that the hotel charges an early departure fee equal to 50% of the room charge if you decide to checkout earlier than scheduled. RECEPTION AND DINNER - OCTOBER 2 On October 2, there will be a committee dinner, which will be held at the General Warren Inn located at Old Lancaster Highway (9 Village Way) in Malvern, PA. Reception will start at 6:30 and dinner will follow at 7:00. If you wish to attend the dinner, please be sure to complete the attached response form. Transportation will be provided from the hotel to the restaurant and back. MEETING ATTENDANCE Meeting attendance is limited to one Committee member only or their designated substitutes. Any exceptions to this policy must be approved in advance by the BTAC Chairman and the ICI. 2 Please complete the attached meeting response form and indicate whether or not you or a representative of your firm will be attending the October 2 reception and dinner and the October 3 meeting and tour. Several weeks prior to the meeting, attendees will receive attendee lists and a preliminary agenda. RETURN RESPONSE FORM BY SEPTEMBER 16 Please return your completed meeting response form by September 16, 2002 to Agnes Thomas either by fax (202/326-8314) or email (agnes@ici.org). ATTIRE Attire for the meeting, reception and dinner is business casual. We look forward to seeing you in Malvern! Stuart Bateman Justine Phoenix Franklin Templeton Investor Services, Inc. Director - Operations/ Chairman - Bank and Trust Advisory Committee Distribution and Service Attachment (in .pdf format)