

MEMO# 11278

September 29, 1999

RETIREMENT PLANS CONFERENCE SCHEDULED FOR FEBRUARY 23-25, 2000 - MARK YOUR CALENDAR

[11278] September 29, 1999 TO: ACCOUNTING/TREASURERS COMMITTEE No. 31-99 DIRECT MARKETING COMMITTEE No. 14-99 INVESTMENT ADVISERS COMMITTEE No. 14-99 OPERATIONS MEMBERS No. 21-99 PENSION MEMBERS No. 35-99 PENSION OPERATIONS ADVISORY COMMITTEE No. 44-99 PRIMARY CONTACTS - MEMBER COMPLEX No. 88-99 SALES FORCE MARKETING COMMITTEE No. 18-99 TAX MEMBERS No. 31-99 TRANSFER AGENT ADVISORY COMMITTEE No. 59-99 RE: RETIREMENT PLANS CONFERENCE SCHEDULED FOR FEBRUARY 23-25, 2000 - MARK YOUR CALENDAR

The Investment Company Institute will sponsor its ninth annual Retirement Plans Conference February 23-25, 2000, at the Pointe Hilton Squaw Peak Resort in Phoenix, Arizona. The conference will feature general and concurrent sessions on legal and operational issues relating to retirement plan investments in mutual funds. A conference brochure, including registration information, will be mailed later this fall. The Institute will begin accepting conference registrations in November. If you wish to make your hotel reservations now, you may call the Pointe Hilton Squaw Peak Resort at 800/876- 4683. To ensure the preferred room rate of \$235.00 single/double, please make your reservation no later than January 21, 2000, and be sure to mention that you will be attending the Institute's conference. In the meantime, mark your calendar for February 23-25, 2000. Kathryn A. Ricard Assistant Counsel

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