

MEMO# 9719

February 27, 1998

DISCLOSURE REFORM CONFERENCE SCHEDULED FOR APRIL 23

1 See Institute Memorandum to Closed-End Investment Company Members No. 3-98, SEC Rules Members No. 9-98 and Unit Investment Trust Members No. 4-98, dated February 5, 1998. [9719] February 27, 1998 TO: PRIMARY CONTACTS - MEMBER COMPLEX No. 11-98 CLOSED-END INVESTMENT COMPANY MEMBERS No. 5-98 SEC RULES MEMBERS No. 15-98 UNIT INVESTMENT TRUST MEMBERS No. 6-98 COMPLIANCE ADVISORY COMMITTEE No. 6-98 RE: DISCLOSURE REFORM CONFERENCE SCHEDULED FOR APRIL 23

In anticipation of the Securities and Exchange Commissions adoption of (1) amendments to Form N-1A, and (2) a rule permitting the use of mutual fund "profiles" as offering documents, and in view of the SECs recent adoption of "plain English" disclosure requirements,¹ the Investment Company Institute has scheduled a special one-day Disclosure Reform Conference. The conference will be held on Thursday, April 23, 1998, at the Renaissance Mayflower Hotel in Washington, D.C. A preliminary agenda and registration form for the conference are attached. Three panels comprised of industry leaders and staff members from the SECs Division of Investment Management will focus their discussions on Revised Form N-1A, Plain English Prospectus Disclosure and Fund Profiles, respectively. A question and answer period will follow each panel presentation. We urge you to return the registration form to the Institute as soon as possible and to call the Renaissance Mayflower Hotel (202/347-3000) to make your reservations by the hotels cut-off date, April 1, 1998, to obtain a preferred room rate of \$199. Be sure to mention that you will be attending the Institutes conference. We will send a more detailed conference program to you as soon as it is available. It may be of interest to some of you that the Institutes Operations and Training Department is sponsoring a one-day conference on April 22, also at the Renaissance Mayflower Hotel, entitled "Exploring Capacity Planning Issues in the Mutual Fund Industry." It will explore how mutual fund organizations can prepare for and manage transaction and service-volume uncertainty and volatility. If you have questions about either program, please call the Institutes Conference Division at 202/326-5968. Susan S. Burgess Legal Assistant Attachments