

MEMO# 9347

October 17, 1997

NOTICE OF MEETING - NOVEMBER 13, 1997

[9347] October 17, 1997 TO: ACCOUNTING/TREASURERS COMMITTEE No. 40-97
INDEPENDENT ACCOUNTANTS ADVISORY COMMITTEE No. 6-97 RE: NOTICE OF MEETING -
NOVEMBER 13, 1997

_____ 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 13, 1997 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 2:00 p.m. An Accounting Policy Subcommittee meeting has been scheduled for the afternoon of Wednesday, November 12. A separate notice has been sent to members of that group. For your convenience, we have reserved a block of sleeping rooms at the Marriott Metro Center for the night of Wednesday, November 12 at the rate of \$160. The Marriott Metro Center Hotel is located at 775 12th Street, NW. To make a reservation, please call the hotel at 202/737-2200 by October 29 and ask for a room in the In-House Reservations/Investment Company Institute block of rooms. Please complete and return the attached meeting response form (even if you do not plan to attend) by November 7 to Agnes Thomas either by fax (202/326-5853) or return mail to Agnes Thomas at the address below. If you have any current issues which you would like to place on the meeting agenda please call the Greg Smith at 202/326-5851 or include them on the attached meeting response form. An agenda for the November 13 meeting will follow. Timothy J. Jacoby Gregory M. Smith Chair - Accounting/Treasurers Committee Director - Operations/ Mutual Fund Accounting Attachment ACCOUNTING/TREASURERS COMMITTEE INDEPENDENT ACCOUNTANTS ADVISORY GROUP Thursday, November 13, 1997 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 7 either by facsimile (202/326-5853) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW Washington, DC 20005-2148 Please make your own hotel reservations by calling the Marriott Metro Center at 202/737-2200 no later than October 29.