

**MEMO# 7600**

February 1, 1996

## **NOTICE OF MEETING - MARCH 7, 1996**

February 1, 1996 TO: ACCOUNTING/TREASURERS COMMITTEE No. 6-96 INDEPENDENT ACCOUNTANTS ADV. GROUP No. 1-96 RE: NOTICE OF MEETING - MARCH 7, 1996

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, March 7, 1996 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. Larry Friend, Chief Accountant of the Division of Investment Management will join the meeting at 11:00 a.m. to update the Committee on current SEC concerns. 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, March 6. 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, March 6 at the rate of \$176. 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 February 13 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 February 23 to Agnes Thomas either by fax (202/326-5853) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW Washington, DC 20005-2148 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 March 7 meeting will follow. - 2 - 1996 Committee Meeting Dates For your information, 1996 meetings of the Accounting/Treasurers Committee as well as the Institutes 1996 Tax & Accounting Conference have been scheduled as follows: Accounting/Treasurers Committee March 7, 1996 Accounting/Treasurers Committee June 27, 1996 Tax & Accounting Conference September 15-18, 1996 Accounting/Treasurers Committee November 21, 1996 Susan C. Côté Gregory M. Smith Chair - Accounting/Treasurers Committee Director - Operations/ Mutual Fund Accounting Attachment ACCOUNTING/TREASURERS COMMITTEE INDEPENDENT ACCOUNTANTS ADVISORY GROUP Thursday, March 7, 1996 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 February 23 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 February 13.

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