

MEMO# 1785

March 19, 1990

NOTICE OF COMMITTEE MEETING - MAY 9, 1990

March 19, 1990 TO: OPERATIONS COMMITTEE NO. 5-90 RE: NOTICE OF COMMITTEE MEETING - MAY 9, 1990 _____ This is to inform you that the next meeting of the Operations Committee will be held on Wednesday, May 9, 1990 beginning with a continental breakfast at 8:30 a.m. in Independence Rooms F & G at the Grand Hyatt Washington, 1000 H Street, N.W., Washington, D.C. 20001. This meeting precedes the start of the Institute's General Membership Meeting - registration for the GMM will begin at 2:00 p.m. on May 9. For your information, enclosed is the Preliminary Program for the GMM along with a Registration Form and Hotel Reservation Form. (Please note that in order to reserve a hotel room, you must send the hotel reservation form to the Grand Hyatt by April 17, 1990 . Because this is a smaller hotel, we urge you to make the hotel accommodations even earlier.) The Operations Committee agenda and books will be sent to you shortly before the meeting. Please complete and return the attached form to Rita Pemberton at the Institute no later than Wednesday, April 25, 1990. If you prefer, please fax the form to Ms. Pemberton at 202/293-7016 before April 25th. Robert W. Blucke Chairman Attachment Enclosures OPERATIONS COMMITTEE MEETING Independence Rooms F & G THE GRAND HYATT WASHINGTON May 9, 1990 I WILL [___] I WILL NOT [___] attend the Operations Committee meeting on Wednesday, May 9, 1990 in Washington, D.C.

Your Name (or the name of a Firm substitute if you are sending someone in your place) Please complete this form and return it by Wednesday, April 25 to: Rita Pemberton Investment Company Institute 1600 M Street, NW - 6th Floor Washington, D.C. 20036 or fax it to Ms. Pemberton at 202/293-7016 by April 25th. PLEASE NOTE THAT THE HOTEL RESERVATIONS MUST BE MADE SEPARATELY BY COMPLETING THE ENCLOSED HOTEL RESERVATION FORM AND RETURNING IT TO THE GRAND HYATT BY APRIL 17, 1990. WE URGE YOU TO MAKE YOUR HOTEL ACCOMMODATIONS AS EARLY AS POSSIBLE AS THIS IS A SMALLER HOTEL AND WILL FILL UP QUICKLY.