

MEMO# 10611

December 29, 1998

MEETING - FEBRUARY 11, 1999

[10611] December 29, 1998 TO: BROKER/DEALER ADVISORY COMMITTEE No. 19-98 RE: MEETING - FEBRUARY 11, 1999

The next meeting of the Broker/Dealer Advisory Committee will take place on Thursday, February 11 at the Investment Company Institute in the David Silver Conference Room on the 12th floor. The meeting will run from 9:30 am to 3:00 pm with a lunch break at noon. The committee dinner will be held on the evening of Wednesday, February 10 at Morton's located at 1050 Connecticut Avenue, NW in Washington, DC. There will be a reception at 6:30 pm followed by dinner at 7 pm. Business casual attire for the dinner only. For your convenience, we have reserved a block of rooms at the Grand Hyatt Hotel for the evening of Wednesday, February 10 at the rate of \$179 single/double. The Grand Hyatt is located at 1000 H Street, NW. To make a reservation, please call the hotel at 202/582-1234 and ask for a room in the Investment Company Institute block. Please make your hotel reservation as soon as possible. Reservations at the Grand Hyatt must be made no later than January 15 to secure this rate. Agenda Items We need to get your input on agenda items for the meeting, as well as on any projects for the committee to work on. Please use the attached form to list your ideas and suggestions or call Justine Phoenix (202/326-5850). Our experience indicates that if discussion topics are listed in advance, the value of the discussion is considerably enhanced. Fax Response form by January 15 Please assist us in determining who will be attending the meeting by faxing the attached form to Jamie Kodey at the Investment Company Institute by January 15. Jamie's fax number is 202/326-5853 and her telephone number is 202/326-5852. An agenda will be sent several weeks prior to the meeting date. We look forward to seeing you in Washington! Mark Harris Justine Phoenix Van Kampen Investor Services, Inc Director of Operations/ Distribution & Service Chairman - Broker/Dealer Advisory Committee Investment Company Institute February 11, 1999 - Broker/Dealer Advisory Committee Meeting A. Registration Form Name: Company: Please circle the correct response to the following: I will attend the February 11 Broker/Dealer Committee meeting: Yes No I will attend the February 10 committee dinner at Morton's: Yes No B. Agenda Items Please list below any agenda items the committee should consider: Please fax the registration form to Jamie Kodey at 202-326-5853 by January 15, 1999