

MEMO# 18499

February 2, 2005

PRELIMINARY AGENDA FOR IOAC MEETING - FEBRUARY 16 & 17, 2005

[18499] February 2, 2005 TO: INTERNATIONAL OPERATIONS ADVISORY COMMITTEE No. 2-05 RE: PRELIMINARY AGENDA FOR IOAC MEETING - FEBRUARY 16 & 17, 2005 The next meeting of the Institute's International Operations Advisory Committee will take place on Thursday, February 17, 2005 at Franklin Templeton, 100 Fountain Parkway, St. Petersburg, Florida. Attire for the meeting is business casual. The meeting will begin at 8:30 a.m. with continental breakfast, lunch will be provided and the meeting is expected to conclude at approximately 2:30 p.m. A tour of the Franklin Templeton facility will be available to attendees at the conclusion of the meeting. Transportation will be provided from the Radisson Hotel, which is located at 12600 Roosevelt Blvd., St. Petersburg to Franklin Templeton's facility and back to the hotel at the conclusion of the meeting and the tour. To catch the shuttle bus to the meeting, please meet in the lobby at 8:15 a.m. If you have not confirmed your attendance at the meeting, in person or via dial-in, please contact Agnes Thomas immediately at 202/326-5846 or agnes@ici.org. We are making international dial-in access to the IOAC meeting available. To join the meeting, please dial the number indicated for your country below. Then dial extension 27755, press 1 to attend the meeting and then enter meeting ID 3825 and press the # key. If you have trouble dialing-in, please call Pat Vincent at 800-632-2350 ext. 37693 or 727-299-7693. France 0800-90-7331 Ireland 1-800-55-2961 Luxembourg 800-2-5957 United Kingdom 0800-96-9974 The preliminary agenda for the International Operations Advisory Committee meeting is attached for your review. Please be prepared to share you views on the discussion topics. Committee Dinner There will be a Committee dinner on Wednesday, February 16th at Mezza Mediterranean Grill, which is located at 2325 Ulmerton Road, Clearwater, Florida. A reception will begin at 6:30 p.m. and dinner will follow at 7:00 p.m. Transportation will be provided for the short ride from the hotel to the restaurant. Please meet in the hotel lobby at 6:15 pm. Attire 2 for the dinner is casual. Please note that if you have confirmed attendance to the IOAC dinner and cancel within 48 hours of the scheduled event, you will still be charged for your portion of the pre-arranged dinner. We look forward to seeing you in St. Petersburg! Ghassan G. Hakim Diane M. Butler Franklin Templeton Director - Transfer Agency Chair & International Operations International Operations Advisory Committee Attachment (in .pdf format)