

**MEMO# 11229**

September 9, 1999

## **YEAR 2000 INVESTOR KIT**

[11229] September 9, 1999 TO: FEDERAL LEGISLATION COMMITTEE No. 2-99 OPERATIONS COMMITTEE No. 36-99 PRIMARY CONTACTS - MEMBER COMPLEX No. 81-99 PUBLIC INFORMATION COMMITTEE No. 37-99 SHAREHOLDER COMMUNICATIONS COMMITTEE No. 12-99 TECHNOLOGY TASK FORCE RE: YEAR 2000 INVESTOR KIT

Enclosed is your copy of the Year 2000 Investor Kit, a cooperative effort of U.S. government and the securities industry to help investors prepare for the Year 2000. The Institute participated in developing the kit as did the President's Council on Year 2000 Conversion, the Securities and Exchange Commission, the National Association of Securities Dealers, and the Securities Industry Association. The kit reviews industry efforts to ensure Y2K readiness and also discusses various things investor should consider in preparing for the Year 2000, including: keeping good records of investment accounts; staying informed about the Y2K efforts of financial services providers, obtaining Y2K literature provided by broker/dealers, mutual funds, investment advisers or public companies in which they invest; maintaining a long-term investment horizon; ensuring the Y2K readiness of their home computers. The public can obtain the kit through the NASD website at [www.nasdr.com/3600\\_inv\\_kit.htm](http://www.nasdr.com/3600_inv_kit.htm). If you would like to send the kit directly to your shareholders, the Institute offers reprints for \$1.15 each. To order additional copies, please contact Michelle Worthy, Institute Library Services, at 202/326-5872. Julie Domenick Executive Vice President Enclosure

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