

MEMO# 7283

September 20, 1995

JOINT WINTER COMMITTEE MEETINGS

September 20, 1995 TO: DIRECT MARKETING COMMITTEE No. 40-95 INDUSTRY STATISTICS COMMITTEE No. 20-95 MARKETING POLICY COMMITTEE No. 46-95 PUBLIC INFORMATION COMMITTEE No. 34-95 RESEARCH COMMITTEE No. 36-95 SALES FORCE MARKETING COMMITTEE No. 44-95 SHAREHOLDER COMMUNICATIONS COMMITTEE No. 36-95 RE: Joint Winter Committee Meetings

The Joint Winter Committee Meetings of the Institutes Direct Marketing, Industry Statistics, Marketing Policy, Public Information, Research, Sales Force Marketing and Shareholder Communications Committees are being held at Sonesta Beach Hotel Key Biscayne in Key Biscayne Florida on January 15-18, 1996. The Joint Winter Committee Meetings provide opportunities for the marketing oriented committees to observe the work of their peers and to share joint sessions of general interest to professionals in the mutual fund industry. Enclosed please find a preliminary schedule of committee meetings and joint sessions. The meeting arrangements are proceeding well as we have secured Don Phillips, Morningstar, and John Markese, American Association of Individual Investors to discuss risk disclosure issues. You will receive more detailed information closer to the meeting date. Make your reservations early and lock in your spot for Florida in January. Please make your reservations directly with the hotel before December 15, 1995. The Sonesta Beach Hotel Key Biscayne 350 Ocean Drive Key Biscayne, FL 33149 Tel: 305-361-2021 Fax: 305-361-3096 Single or Double Room \$175.00 (Special Rate) The conference rate will apply 3 days prior to and 3 days after the official meeting dates for those wishing to extend their stay in Miami. In order to receive the special rate please specify that you are attending the Investment Company Institute meetings. The Institute has arranged discounts for the following: Company Telephone Number Reference Delta Airlines 1-800-241-6760 "File # N1497" United Airlines 1-800-521-4041 "Meeting 560WI" American Airlines 1-800-433-1790 "Starfile 9806" Airport transportation information: The average cost of taxi transfer from Miami International Airport to the hotel (one-way) is \$25.00. SuperShuttle rates are \$12.00 one-way based on non-exclusive multiple drop-off service. There are several lunches and dinners hosted by the Institute during these meetings. In order to defray expenses, there is a registration fee of \$95.00 for members and \$40.00 for accompanying spouse or guest. I look forward to seeing you in January. James R. Swinney Senior Vice President-Management