

**MEMO# 5895**

May 18, 1994

## **COMMITTEE MEETING - JUNE 15, 1994 TOUR & DINNER - JUNE 14, 1994**

May 18, 1994 TO: BANK BROKER/DEALER ADVISORY COMMITTEE NO. 13-94 RE: COMMITTEE MEETING - JUNE 15, 1994 TOUR & DINNER - JUNE 14, 1994

The next meeting of the Bank Broker/Dealer Advisory Committee and the Vendor Advisory Group will take place on Wednesday, June 15, 1994 at the Hyatt Charlotte Hotel which is located at 5501 Carnegie Boulevard in Charlotte, North Carolina. The meeting will begin at 8:30 a.m. with continental breakfast, lunch will be provided and the meeting is expected to continue until approximately 3:30 p.m. On the afternoon of June 14, 1994, a tour will be conducted of the operations area of First Union Brokerage Service. Interested committee members should meet at 3:00 p.m. in the main lobby of One First Union Center which is located at 301 S. College Street in Charlotte. Dinner arrangements have been made for committee members for Tuesday evening, June 14, 1994 at the Bravo Restaurant. Please meet in front of the hotel at 6:00 p.m. and a bus will take us to the restaurant. Dinner attendees will be billed later for their share of the total dinner/transportation cost. For your convenience, we have reserved a block of sleeping rooms at the Hyatt Charlotte Hotel for the night of Tuesday, June 14 at a rate of \$89.00 single/double per night. To make room reservations, please call the hotel at 704/ 554-1234 and request a room in the Investment Company Institute block. Room reservations must be made by June 7, 1994. Please confirm your attendance to the meeting, tour and dinner by completing the attached Meeting Response Form and returning it to Agnes Thomas by June 1, 1994 either by fax (202/326-5841) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW 12th Floor Washington, D.C. 20005 -2- We want to get your input for the June 15 meeting agenda! If there are items you would like to see on the agenda, please complete the attached Agenda Items Sheet and return it to Agnes Thomas along with the Meeting Response Form by June 1st. We look forward to seeing you in Charlotte. Alan Halfenger Diane Butler Chairman - Bank Broker/ Director - Operations Dealer Advisory Committee & Fund Custody Attachments