

MEMO# 14874

July 5, 2002

SEPTEMBER 26, 2002 COMMITTEE MEETINGS

[14874] July 5, 2002 TO: DIRECT MARKETING COMMITTEE No. 17-02 SALES FORCE MARKETING COMMITTEE No. 14-02 RE: SEPTEMBER 26, 2002 COMMITTEE MEETINGS The Investment Company Institute's Sales Force Marketing Committee and the Direct Marketing Committee will meet on Thursday, September 26, 2002 at the Institute's offices at 1401 H Street, NW in Washington, DC. The Sales Force Marketing Committee meeting will run from 9:00 am to noon. The Direct Marketing Committee meeting will run from 1:30 pm to 4:00 pm. There will be a luncheon for members of both Committees beginning at noon. Preliminary agendas for both meetings will be sent to you shortly. If you have any suggestions for agenda items, please contact me as soon as possible. An optional networking dinner for both Committees will be held on Wednesday, September 25th (restaurant TBD). The dinner will begin with cocktails at 6:30 pm. A block of rooms has been reserved at the Crowne Plaza Washington (14th and K Streets, NW; Phone: 202/682-0111) for meeting attendees. Please call the Crowne Plaza directly to make your room reservation (mention that you will be attending an Institute meeting when making your reservation in order to receive the special room rate of \$229.00). Also, please return the attached meeting registration form to the Institute. If you plan to attend the optional networking dinner on Wednesday, September 25th, please return a check for \$60 with your Institute registration form. We look forward to seeing you at the September 2002 Committee Meetings. If you have any questions about these meetings, please contact me at 202/326-5883; email: brenner@ici.org. Please also note that the Institute's Research and Industry Statistics Committees will be meeting on Wednesday, September 25th and the Shareholder Communications Committee will be meeting on Friday, September 27th. Both of these meetings will be held at the Institute and will be open to members of the Sales Force Marketing and Direct Marketing Committees. Linda Brenner Director - Operations & Continuing Education Attachment 2 Attachment (in .pdf format)