

MEMO# 12993

January 8, 2001

PRELIMINARY PROGRAM FOR THE 2001 RETIREMENT PLANS CONFERENCE

[12993] January 8, 2001 TO: ACCOUNTING/TREASURERS COMMITTEE No. 1-01 DIRECT MARKETING COMMITTEE No. 1-01 INVESTMENT ADVISER MEMBERS No. 1-01 OPERATIONS MEMBERS No. 1-01 PENSION MEMBERS No. 1-01 PENSION OPERATIONS ADVISORY COMMITTEE No. 1-01 PRIMARY CONTACTS - MEMBER COMPLEX No. 1-01 RESEARCH COMMITTEE No. 1-01 SALES FORCE MARKETING COMMITTEE No. 1-01 TAX MEMBERS No. 1-01 TRANSFER AGENT ADVISORY COMMITTEE No. 1-01 RE: PRELIMINARY PROGRAM FOR THE 2001 RETIREMENT PLANS CONFERENCE The Investment Company Institute will sponsor its tenth annual Retirement Plans Conference March 28-30, 2001, at the Renaissance Mayflower Hotel in Washington, DC. The conference will feature general and concurrent sessions on legal and operational issues relating to retirement plan investments in mutual funds. Enclosed is the preliminary program brochure. To register for the conference, please return the registration form and the appropriate fee to the Institute's Conference Division. The registration deadline is March 14, 2001. Conference registration cancellations received between March 14 and March 21 will be subject to a \$150 administrative fee. To ensure the conference room rate of \$210 single/double, please make your hotel reservations by calling the Renaissance Mayflower Hotel at 800/HOTELS1 or 202/347-3000 prior to the cutoff date of March 5, 2001. When making your reservation, be sure to mention that you will be attending the Investment Company Institute's conference. The Institute has arranged discount airfares through U.S. Airways. Please call U.S. Airways at 1-877-874-7687 and refer to Gold File Number 59151817 and the Investment Company Institute. Please call our Conference Division at 202/326-5968 if you have any questions regarding registration. We look forward to seeing you in March. Thomas T. Kim Assistant Counsel Enclosure