

MEMO# 3166

October 4, 1991

PENSION CONFERENCE - NOVEMBER 6-7, 1991

October 4, 1991 TO: PENSION MEMBERS NO. 35-91 OPERATIONS MEMBERS NO. 25-91 INVESTMENT ADVISER MEMBERS NO. 45-91 INVESTMENT ADVISER ASSOCIATE MEMBERS NO. 47-91 TAX MEMBERS NO. 43-91 ACCOUNTING/TREASURERS MEMBERS NO. 28-91 MEMBERS INTERESTED IN PUBLIC INFORMATION NO. 16-91 MEMBERS - ONE PER COMPLEX NO. 47-91 MARKETING COMMITTEE NO. 39-91 SALES FORCE MARKETING COMMITTEE NO. 33-91 DIRECT MARKETING COMMITTEE NO. 34-91 SHAREHOLDER COMMUNICATIONS COMMITTEE NO. 29-91 TRANSFER AGENT ADVISORY COMMITTEE NO. 47-91 RE: PENSION CONFERENCE - NOVEMBER 6-7, 1991

Attached is the final agenda for the Institute's first mutual fund Pension Conference, scheduled for November 6-7, 1991 at the Grand Hyatt Hotel in Washington, D.C. This first Pension Conference will provide a unique opportunity for those in the mutual fund industry who are currently active or wish to become active in the increasingly important retirement plan market. The Conference will consist of eight panels of government and industry speakers who will address current and potential opportunities arising from recent legislative developments, 401(k) plans, ERISA fiduciary issues, small employer plans, current market trends, pension investments, new technology, and IRAs and 403(b) plans. Conference attendees will receive a notebook of written material from each of the sessions, which will prove to be a valuable source of information to mutual fund personnel interested in retirement matters. Throughout the Conference, a vendor exhibition will feature products and services which are available to assist pension operations and administration. We urge you to complete the registration form included in the Conference brochure and return it to the Institute as soon as possible. Hotel reservations should be made by calling the Grand Hyatt directly at 202/582-1234. The hotel is located at 1000 H Street, N.W. (near Metro Center). When making your reservation, - 1 - be sure to indicate that you are attending the Institute's Pension Conference. You may also want to take advantage of the special air fares the Institute has arranged for Conference attendees. Please refer to the attached flyer for information on discounted fares. We look forward to seeing you in November. Kathy D. Ireland Associate Counsel - Pension Attachments