

MEMO# 10232

August 27, 1998

NOTICE OF MEETING -- NOVEMBER 1, 1998

[10232] August 27, 1998 TO: OPERATIONS COMMITTEE No. 35-98 RE: NOTICE OF MEETING -
- NOVEMBER 1, 1998

The next meeting of the Operations Committee will take place on Sunday, November, 1, 1998 at the Sheraton Chicago Hotel and Towers located at 301 E. North Water Street, Chicago, Illinois. The Operations Committee meeting will precede the start of the 1998 Operations Conference which will also be held at the Sheraton Chicago on November 1-4. Please arrive by 12:00 noon for the lunch buffet. The meeting will begin at 12:30 pm and will conclude by 3:00 pm. You will be advised of the meeting room name when we send you the agenda prior to November 1. Attire for the meeting is casual. Conference attendees will be staying at the Sheraton Chicago. If you have not done so yet, we suggest that you make your room reservations now by calling the Sheraton at 1-800- 233-4100 prior to the cutoff date of September 30. Be sure to identify yourself as an Investment Company Institute conference attendee to secure the \$199 single/double rate. Please confirm your attendance at the meeting by completing the attached Meeting Response Form and returning it by October 9 either by fax (202/326-8314) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW -- 12th floor Washington, D.C. 20005-2148 We look forward to seeing you in Chicago! William H. Smith, Jr. Donald J. Boteler Pioneering Services Corp. Vice President - Operations Chairman, Operations Committee & Training Attachment Enclosure

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