

MEMO# 7273

September 15, 1995

NOTICE OF MEETING - NOVEMBER 28, 1995

September 15, 1995 TO: OPERATIONS COMMITTEE No. 25-95 RE: NOTICE OF MEETING - NOVEMBER 28, 1995

The next meeting of the Operations Committee will take place on Tuesday, November 28, 1995 at the San Francisco Marriott which is located at 55 Fourth Street, San Francisco, CA. The Operations Committee meeting will precede the start of the 1995 Operations Conference which will also be held at the San Francisco Marriott from November 28 - December 1. Please arrive by about 9:30 a.m. for the breakfast buffet. The Operations Committee meeting will begin at 10:00 a.m. and will conclude by 12:30 p.m. Attire for the meeting is casual. For your information, enclosed is the Preliminary Program for the 1995 Operations Conference. Conference attendees will be staying in the San Francisco Marriott so we suggest that you make your room reservations early as the hotel will fill up quickly. To make room reservations, please call the hotel at 415/896-1600. Room reservations must be made by November 6, 1995 Please confirm your attendance to the meeting by completing the attached Meeting Response Form and returning it by November 1, 1995 either by fax (202/326-5853) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW - 12th floor Washington, D.C. 20005-2148 The Operations Committee meeting agenda will be sent prior to the meeting date. We look forward to seeing you in San Francisco. Ralph J. Spuehler, Jr. Donald J. Boteler Chairman, Operations Committee Vice President - Operations Attachment Enclosures

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