

**MEMO# 8660**

February 24, 1997

## **SUMMARY OF JANUARY 23, 1997 MEETING**

February 24, 1997 TO: TRANSFER AGENT ADVISORY COMMITTEE No. 10-97 RE: SUMMARY  
OF JANUARY 23, 1997 MEETING

\_\_\_\_\_. Attached is a summary of the Transfer Agent Advisory Committee meeting held on January 23, 1997 in San Francisco. If you have any comments or changes to the summary please contact Justine Phoenix at 202/326-5850. The next meeting of the committee will take place on Wednesday, April 23 at the Investment Company Institute in the David Silver Conference room on the 12th floor. We will begin at 8:45 am with a shop talk session until 9:30 am. The meeting will begin at 9:30 am and conclude at approximately 3:00 pm. If you have not already done so, please be sure to contact Beatrice Williar by fax at 202/326-5853 or by phone at 202/326-5852 to let her know whether or not you will be attending. Justine Phoenix Director - Operations/ Transfer Agency

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