

**MEMO# 6327**

October 21, 1994

## **NOTICE OF MEETING - NOVEMBER 17, 1994**

October 21, 1994 TO: ACCOUNTING/TREASURERS COMMITTEE NO. 52-94 INDEPENDENT ACCOUNTANTS ADV. GROUP NO. 9-94 RE: NOTICE OF MEETING - NOVEMBER 17, 1994

\_\_\_\_\_ This is to inform you that there will be a joint meeting of the Accounting/Treasurers Committee and the Independent Accountants Advisory Group on Thursday, November 17, 1994 at the Madison Hotel. The Madison is located at 15th & M Streets N.W., Washington, D.C., 20005. The meeting will be held in the Dolly Madison Room. The meeting is scheduled to begin at 10:00 a.m. Lunch will be served and the meeting is expected to continue until approximately 2:00 p.m. An Accounting Policy Subcommittee meeting has been scheduled for the afternoon of Wednesday, November 16. A separate notice will be sent to members of that group shortly. If you have any current issues which you would like to place on the meeting agenda please call Greg Smith at the ICI (202/326- 5851). Please be prepared to initiate the group discussion of any current issues that you would like to have placed on the agenda. For your convenience, we have reserved a block of sleeping rooms at the Madison for the night of Wednesday, November 16 at the rate of \$165. To make a reservation, please call the hotel at 202/862-1600 by November 9 and ask for a room in the Investment Company Institute Accounting/Treasurers block of rooms. Please complete and return the attached meeting response form (even if you do not plan to attend) by November 10 to Agnes Thomas either by fax (202/326-5853) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW Washington, DC 20005-2148 An agenda for the November 17 meeting will follow. Susan Cote Donald Boteler Chair - Vice President - Operations Accounting/Treasurers Committee Attachment ACCOUNTING/TREASURERS COMMITTEE INDEPENDENT ACCOUNTANTS ADVISORY GROUP Thursday, November 17, 1994 Madison Hotel 15th & M Streets, N.W. Washington, D.C. 20005 Meeting Response Form NAME: FIRM: Please indicate below whether you plan to attend: YES NO Meeting Lunch Please send this completed form (even if you do not plan to attend) no later than November 10, 1994 either by fax (202/326-5853) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW Washington, DC 20005-2148 NOTE: To make a room reservation, please call the Madison at 202/862-1600 by November 9 and request a room in the Investment Company Institute Accounting/Treasurers block of rooms.

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