

**MEMO# 15396**

November 26, 2002

## **MARK YOUR CALENDAR - DIRECTORS' WORKSHOP ON APRIL 8, 2003**

[15396] November 26, 2002 TO: BOARD OF GOVERNORS No. 38-02 INVESTMENT COMPANY DIRECTORS No. 9-02 PRIMARY CONTACTS - MEMBER COMPLEX No. 95-02 SEC RULES COMMITTEE No. 95-02 RE: MARK YOUR CALENDAR - DIRECTORS' WORKSHOP ON APRIL 8, 2003 The Investment Company Institute is pleased to offer an Investment Company Directors' Workshop on April 8, 2003 in Washington, DC. The one-day program will feature panels on topics of current interest to investment company directors, as well as interactive exercises focusing on specific areas of director responsibility, facilitated by experienced fund directors and counsel. Attendance at the program will be limited. The program will be held at The Grand Hyatt in Washington, DC. We anticipate that the program will begin at 8:30 am and will conclude by 5:00 pm. If you plan to spend the night at the hotel on April 7th, reservations should be made by contacting the hotel directly. You must identify yourself as an ICI program participant to receive the conference rate. The Grand Hyatt 1000 H Street, NW Washington, DC 20001 202/582-1234 202/637-4781 (fax) Rate: \$209/night plus tax (single) \$234/night plus tax (double) Cut-off date: March 7, 2003 Guest room cancellations must be made by 4:00 pm on the scheduled arrival date to avoid penalty. A preliminary program and registration form for this event will be available shortly. Directors, trustees and employees of Institute member firms will be given priority registration. Marguerite C. Bateman Senior Associate Counsel

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