

MEMO# 9142

August 7, 1997

OCTOBER 14, 1997 MEETING NOTICE

[9142] August 7, 1997 TO: BANK AND TRUST ADVISORY COMMITTEE No. 8-97 RE: OCTOBER 14, 1997 MEETING NOTICE

The next meeting of the Bank & Trust Advisory Committee and the Vendor Advisory Group will take place on Tuesday, October 14, 1997 at Oppenheimer which is located at 6803 South Tucson Way in Englewood, Colorado. The meeting will begin at 9:00 a.m., lunch will be provided and the meeting is expected to continue until approximately 2:30 p.m. For your convenience, we have reserved a block of hotel rooms at the Hyatt Regency Tech Center which is located at 7800 Tufts Avenue in Denver, Colorado. Please make your own room reservations by calling the Hyatt Regency at 800/233-1234 or 303/779-1234, no later than September 22, 1997. Indicate that you are with the Investment Company Institute group to get a room rate of \$115.00 single or \$140.00 double. Please note, the hotel is fully booked for that evening, so do not miss the September 22nd cut-off for reservations. A dinner will be scheduled for interested committee members the evening of Monday, October 13th. Details on the dinner will be forthcoming. Please confirm your attendance at the meeting and dinner by completing the attached Meeting Response Form (whether or not you plan to attend) and returning it to Agnes Thomas by September 22, 1997 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 Please remember, attendance is limited to Committee members or their designated substitutes only. Any exceptions to this policy must be approved in advance by the Committee Chairman and/or the ICI. -2- We want to get your input for the October 14th meeting agenda! If there are items you would like to see on the agenda, please complete the Agenda Items section of the Meeting Response Form. We look forward to seeing you in Denver. Frank Litwin Diane Butler Chairman - Bank & Trust Director - Operations Advisory Committee & Fund Custody Attachment