

**MEMO# 7576**

January 23, 1996

## **NOTICE OF MEETING -- APRIL 25, 1996**

January 23, 1996 TO: OPERATIONS COMMITTEE No. 1-96 RE: NOTICE OF MEETING -- APRIL 25, 1996 \_\_\_\_\_ The next meeting of the Operations Committee will take place on Thursday, April 25, 1996 at the offices of the Investment Company Institute located at 1401 H Street, N.W. in Washington, D.C. The meeting will be held in the David Silver conference room which is located on the twelfth floor. The meeting is scheduled to begin at 11:00 a.m. and is expected to continue until approximately 3:00 p.m. Lunch will be served. For your convenience, we have reserved a block of sleeping rooms at the Willard Intercontinental Hotel for the night of Wednesday, April 24 at the rate of \$200 per night. To make room reservations, please call the hotel at 202/628-9100 and request a room in the ICI/Operations Committee block of rooms. Room reservations must be made by March 25. The Willard Intercontinental is located at 1401 Pennsylvania Avenue, NW, Washington, D.C. and is a short walk from ICI. Please complete and return the attached meeting response form by April 4 to Agnes Thomas either by fax (202/326-5853; 202/326-8309) or return mail to: Agnes Thomas Investment Company Institute 1401 H Street, NW Washington, DC 20005-2148 An agenda will be sent prior to the meeting date. Ralph J. Spuehler, Jr. Donald J. Boteler Chairman, Operations Committee Vice President - Operations & Training Attachment

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