

MEMO# 20020

May 10, 2006

Colleague Access to ICI Committee Memos

©2006 Investment Company Institute. All rights reserved. Information may be abridged and therefore incomplete. Communications from the Institute do not constitute, and should not be considered a substitute for, legal advice. [20020] May 10, 2006 TO: SALES FORCE MARKETING COMMITTEE No. 2-06 RE: COLLEAGUE ACCESS TO ICI COMMITTEE MEMOS We are pleased to introduce "Colleague Access," a new service providing you, the committee representative, the ability to grant access to online committee materials for a limited number of your colleagues. Colleague Access makes it much easier to share ICI memos with your co-workers and staff. This new service is now available for the Sales Force Marketing Committee, and we invite you to let us know the names of the colleagues with whom you wish to share access. To activate colleague access, follow these steps: 1) log on to <http://members.ici.org/> 2) click "Sales Force Marketing Committee" along the left-hand side of the page 3) once on your committee page, click "Set Up Colleague Access" in the upper right-hand corner - this brings you to the main Colleague Access page 4) click "Designate a New Colleague" and follow the instructions to identify your colleagues. A full explanation of the remaining steps is attached to this memo. ICI committee memos often deal with confidential policy topics involving draft comment letters and conference calls. Please understand, therefore, that a limited number of colleagues may be designated to share access or receive emails. Only committee representatives (not alternates or substitutes) will be able to activate access for their colleagues. If you have any questions or comments, please contact me at (202) 326-5831 or via email at bnewton@ici.org. Thank you. Brent Newton Manager, Information Services Attachment (in .pdf format)

Copyright © by the Investment Company Institute. All rights reserved. Information may be abridged and therefore incomplete. Communications from the Institute do not constitute, and should not be considered a substitute for, legal advice.