

**MEMO# 5023**

August 2, 1993

## **COMMITTEE MEETING - OCTOBER 21, 1993**

August 2, 1993 TO: BANK BROKER/DEALER ADVISORY COMMITTEE NO. 19-93 RE: COMMITTEE MEETING - OCTOBER 21, 1993

The next meeting of the Bank Broker/Dealer Advisory Committee and the Vendor Advisory Group will take place on Thursday, October 21, 1993 at The Grand Hotel which is located at 2350 M Street, N.W. in Washington, D.C. The meeting will begin with continental breakfast at 8:00 a.m., lunch will be provided and the meeting is expected to continue until approximately 3:30 p.m. Dinner arrangements have been made for committee members for Wednesday evening, October 20, 1993 at The Sequoia located at 3000 K Street, N.W. - Washington Harbor Complex - in Georgetown. A bus will pick us up in front of the hotel at 6:00 p.m. There will be a cocktail reception prior to dinner which will be served at 7:00 p.m. Dinner attendees will be billed later for their share of the total dinner/transportation cost. For your convenience, we have reserved a block of sleeping rooms at The Grand Hotel for the night of Wednesday, October 20 at a rate of \$145.00 single/ \$165.00 double per night. To make room reservations, please call the hotel at 800/848-0016 or 202/955-4423 and request a room in the Investment Company Institute block. Room reservations must be made by September 29. Please confirm your attendance to the meeting and dinner by completing the attached Meeting/Function Response Form and returning it to Agnes Thomas by September 29, 1993 either by fax (202/293-1058) or return mail to: Agnes Thomas Investment Company Institute 1600 M Street, N.W. Suite 600 Washington, D.C. 20036 In addition, we want to get your input for the October 21 meeting agenda. If there are items you would like to see on the agenda, please complete the attached Agenda Items Sheet and return it to Agnes Thomas along with the Meeting/Function Response Form. We look forward to seeing you in October. George Hrabovsky Diane M. Butler Chairman - Bank Broker/Dealer Director - Operations Advisory Committee & Fund Custody Attachments

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