

**MEMO# 4345**

December 21, 1992

## **NOTICE OF TWO-DAY MEETING - JANUARY 18-19, 1993**

December 21, 1992 TO: BROKER/DEALER ADVISORY COMMITTEE NO. 42-92 RE: NOTICE OF TWO-DAY MEETING - JANUARY 18-19, 1993

\_\_\_\_\_ This is to advise you that there will be a two-day meeting of the Broker/Dealer Advisory Committee on January 18 and 19, 1993 at the offices of Merrill Lynch Financial Data Services, Inc. located at 4800 Deer Lake Drive East, Jacksonville, Florida 32246. The meeting will be held in one of the Training Rooms on the First Floor. Upon arrival at Merrill Lynch, go to the Information Desk and they will direct you to the proper room. The meeting on January 18 is scheduled to begin at 3:00 p.m. and will continue until 5:00 p.m. The session on January 19 will start at 8:00 a.m., lunch will be served, and the meeting is expected to end at approximately 2:00 p.m. For your convenience, we have reserved a block of sleeping rooms for the nights of January 17 and 18 at the Marriott at Sawgrass Resort located at 1000 TPC Boulevard, Ponte Vedra Beach, Florida 32082. The room rate per night is \$129.00 single or double. To make room reservations for yourself, please call the Marriott by January 11, 1993 at 904/285-7777 and request a room in the ICI/Merrill Lynch block. Although a restaurant has not yet been selected we are, nevertheless, planning dinner for committee members on the evening of January 18, 1993. As is the usual custom, those of you who attend dinner will be billed later for their share of the total bill. Please state your plans regarding dinner when you respond about the meeting. Please complete the attached Meeting Response Form and return in to Rita Pemberton by January 11 either by fax (202/293-1058) or return mail to: Rita Pemberton Investment Company Institute 1600 M Street, NW - Sixth Floor Washington, D.C. 20036 A meeting agenda will follow shortly. Manuel Hernandez, Donald E. O'Connor Chairman, Broker/Dealer Vice President - Operations Advisory Committee Attachment

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