

**MEMO# 3786**

May 18, 1992

# **1992 TAX INFORMATION REPORTING AND WITHHOLDING COMPLIANCE WORKSHOPS - REMINDER**

- 1 - May 18, 1992 TO: TAX MEMBERS NO. 35-92 OPERATIONS MEMBERS NO. 20-92  
CLOSED-END FUND MEMBERS NO. 23-92 ACCOUNTING/TREASURERS MEMBERS NO. 23-92  
TRANSFER AGENT ADVISORY COMMITTEE NO. 28-92 RE: 1992 TAX INFORMATION  
REPORTING AND WITHHOLDING COMPLIANCE WORKSHOPS - REMINDER

As we previously informed you, the Investment Company Institute is sponsoring a series of Tax Information Reporting and Withholding Compliance Workshops in 1992. The dates for those workshops are rapidly approaching and, as attendance is limited, we encourage those planning to attend to register early. The Tax Information Reporting and Withholding Compliance Workshops will cover the following: general tax information reporting and withholding obligations (focusing on current issues and problems), resolving reporting problems with the IRS, complex problems and emerging issues (such as nonresident alien shareholders, voluntarily-provided average cost basis computations and state tax reporting), the new information reporting penalty regulations and handling IRS penalty assessments and audits. Participation at each workshop is limited to 100 persons. Only members of the Investment Company Institute may attend the workshops in New York and Boston. Non-member registrations for the workshop in Houston will be permitted on a space-available basis. Non-member registrants must have a business relationship with an ICI member or associate member. Attached is a list of panelists, a copy of the preliminary program and a registration form. Please note that additional registrants from the same member organization will receive a substantially reduced registration fee. Dates, Locations and Hotel Information

**HOUSTON - 2 - Wednesday, June 3, 1992** The Westin Oaks 5011 Westheimer Houston, TX 77056 713/960-8100 Rates: \$95.00 single/double

**NEW YORK Tuesday, June 23, 1992** Loews New York Hotel 569 Lexington Avenue at East 51st Street New York, NY 10022 212/752-7000 Rates: \$159.00 single/double Room Block Cut-Off: 6/01/92

**BOSTON Wednesday July 1, 1992** The Lafayette Swissotel One Avenue de Lafayette Boston, MA 02111 617/451-2600 Rates: \$120.00 single/double Room Block Cut-Off: 6/09/92

**How to Register** To register, complete the attached form and return it along with a check in the amount of \$175 for the first registrant and \$100 for each additional registrant from the same member company. The non-member registration fee for the Houston workshop only is \$250 for each registrant. Please make your own hotel reservation(s), indicating that you are attending a function sponsored by the Investment Company Institute.

- 3 - **Additional Information** If you have any questions regarding registration, please contact Lauren Graham at 202/955-3576. For information regarding the workshop content, please feel free to contact me at 202/955- 3585. Keith D. Lawson Associate Counsel - Tax Attachments

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