

**MEMO# 15521**

January 8, 2003

## **MEETING NOTICE -- FEBRUARY 12, 2003**

[15521] January 8, 2003 TO: BROKER/DEALER ADVISORY COMMITTEE No. 1-03 RE: MEETING NOTICE -- FEBRUARY 12, 2003 The next meeting of the Broker/Dealer Advisory Committee will be held on Wednesday, February 12 at the Millennium Broadway hotel located at 145 West 44th Street in New York City. A continental breakfast will be served at 8:30 am and the meeting will begin at 9:00 am. Lunch will be served at noon and the meeting is expected to conclude at 3 p.m. ACCOMODATIONS AT THE MILLENNIUM BROADWAY HOTEL If you require overnight accommodations, please contact the Millennium Broadway hotel at 212-768-4400. The room rate is \$219 single/double. Please be sure to mention that you are attending an Investment Company Institute (ICI) Broker/Dealer Advisory Committee function. You must make your reservations no later than January 15 to receive this discounted rate. BDAC RECEPTION AND DINNER – FEBRUARY 11 There will be a reception for committee members from 6:00 to 7:30 pm in the Club Lounge on the 52nd floor of the Millennium Broadway Hotel. After the receptions, committee members can participate in the BDAC dine around. We've selected five restaurants within walking distance of the hotel; please rank your order of preference on the attached meeting response sheet. Dinner reservations are at 8:00 pm. MEETING ATTENDANCE Please complete the attached meeting response form and indicate whether or not you or a representative of your firm will be attending the February 12 meeting and other meeting events. Several weeks prior to the meeting, attendees will receive a package containing attendee lists, a summary of discussion points and supporting documentation for the agenda topics. If you have any agenda items you wish to add, please include them on the form or email them to Justine Phoenix -- justine@ici.org. 2 FAX RESPONSE FORM BY JANUARY 24, 2003 Please fax the completed meeting response forms to Agnes Thomas at fax number 202/326-8314 by January 24, 2003. ATTIRE Attire for the meeting, reception and dinner is business casual. We look forward to seeing all of you in New York! Nino Palermo Justine Phoenix Vice President – American Funds Service Company Director – Operations/ Chairman – Broker/Dealer Advisory Committee Distribution & Service Attachment Attachment (in .pdf format)