

**MEMO# 12930**

December 13, 2000

## **JOINT WINTER COMMITTEE MEETINGS**

[12930] December 13, 2000 TO: DIRECT MARKETING COMMITTEE No. 22-00 SALES FORCE MARKETING COMMITTEE No. 24-00 RE: JOINT WINTER COMMITTEE MEETINGS As we previously informed you, the Investment Company Institute's 2001 Joint Winter Committee Meetings will be held on Monday and Tuesday, February 12-13, 2001 at the Sanibel Harbour Hotel (800/767-7777) in Fort Myers, Florida. A schedule for all of the meetings and a registration form will be sent to you shortly. Meanwhile, I have attached preliminary agendas for the Direct Marketing Committee meeting and the Sales Force Marketing Committee meeting. The Direct Marketing Committee meeting will be held on Monday, February 12, from 2:30 to 4:45 pm. The Sales Force Marketing Committee will meet from 10:00 am to 12:30 pm on Tuesday, February 13. Members are strongly encouraged to attend both meetings and to be prepared to share their own experiences and thoughts about the topics that will be discussed at the meetings. The Institute has arranged a special room rate of \$235 for a single or double room at the Sanibel Harbour Hotel. When making your reservation, please mention that you are attending the ICI meeting in order to secure the special rate. Please also note that an advance deposit equal to one night's room and tax will be required for each individual. We look forward to seeing you at the Joint Winter Committee Meetings. If you have any questions about these meetings, please contact me at 202/326-5883; email: [brenner@ici.org](mailto:brenner@ici.org). Linda Brenner, Director, Operations and Training Attachments Attachment no. 1 (in .pdf format)