

**CREDIT ROUNDTABLE SPRING MEETING**

March 27, 2014

Mandarin Oriental, Washington D.C. • 1330 Maryland Avenue, SW

**YES, I will attend the roundtable.**  
*(Please fill out form below.)*

**NO, I cannot attend.**  
 *Schedule conflict*  
 *Program of no interest*  
 *Other*

**HOTEL INFORMATION:**

**YES, I will need a hotel room.**     **NO, I won't need a hotel room.**

If YES, please refer to the Hotel Information sheet to make reservations before **February 25** in order to receive the group rate of \$360.00 (plus tax)/night. For the Hotel Information sheet, please contact Kara Hennessey ([kara.hennessey@iimemberships.com](mailto:kara.hennessey@iimemberships.com)).

**MEAL INFORMATION:** *(please check if you'll be attending)*     **March 27, Lunch**

DIET REQUIREMENTS: \_\_\_\_\_ SPECIAL REQUIREMENTS: \_\_\_\_\_

Name: \_\_\_\_\_ Name on Badge: \_\_\_\_\_

Title: \_\_\_\_\_

Organization: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip Code: \_\_\_\_\_

Assistant's Name: \_\_\_\_\_ Assistant's Telephone: \_\_\_\_\_

Assistant's Email: \_\_\_\_\_

**Please email this form to us no later than February 25, 2014 to:**

**Kara Hennessey, Client Services Coordinator**

Institutional Investor, 225 Park Avenue South, New York, NY 10003, Tel: 212-224-3670

**Email: [Kara.Hennessey@iimemberships.com](mailto:Kara.Hennessey@iimemberships.com)**



## Spring Meeting 2014

### Hotel Reservation Information

#### **Mandarin Oriental, Washington D.C.**

1330 Maryland Avenue, SW

Washington, D.C. 20024

**Main Telephone:** 202-554-8588

A block of rooms has been set aside at the Mandarin Oriental, Washington D.C. at a rate of **\$360.00** (plus tax) per night. The group rate may be available prior to and after the meeting dates based on availability.

**Reservations Procedure:** To book a room, please call the Reservations Department directly at 202.787.6140. Please reference that you are calling to book a room under the “**Fixed Income Forum**” room block to access the group rate. A deposit is required at the time of reservation and guests will be required to present a credit card at check-in to access ancillary services.

**Alternately, you can visit our group’s page on the Mandarin Oriental website to make a secure reservation:**

[https://resweb.paskey.com/Resweb.do?mode=welcome\\_ei\\_new&eventID=10876451](https://resweb.paskey.com/Resweb.do?mode=welcome_ei_new&eventID=10876451)

\*press CTRL and click the link above to launch the website

**Cancellations:** Room cancellations must be communicated **directly** to the hotel **7 days prior** to your scheduled date of arrival to avoid a penalty of all nights reserved. Please obtain a cancellation number for your records.

**Reservations Deadline:** The hotel will accept a reservation at the group rate until **Tuesday, February 25, 2014**, or until the block is **filled**.