

CREDIT ROUNDTABLE SPRING MEETING

March 4, 2015

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 2** 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).

MEAL INFORMATION: *(please check if you'll be attending)* **March 4, 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, along with a picture and bio, to us no later than February 2, 2015 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



Spring Meeting 2015

Hotel Reservation Information

Mandarin Oriental, Washington D.C.

1330 Maryland Avenue, SW

Washington, D.C. 20024

Main Telephone: 202-554-8588

A block of **Deluxe City View King** rooms have been set aside at the Mandarin Oriental, Washington D.C. at a rate of **\$360.00** (plus 14.5% 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. Please select "**attendee**" as the guest type before proceeding with booking your reservation.

https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=12740939

*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 **Monday, February 2, 2015**, or until the block is **filled**.