



## Davis Advisors Investment Forum

March 30-31, 2016

Waldorf Astoria Hotel, 301 Park Avenue, New York, NY 212-355-3000

### MEETING OVERVIEW

- **Wednesday, March 30:** Arrivals / Registration at the Waldorf
- **Thursday, March 31: 7:30 AM – 2:30 PM:** Business sessions including "Research Team Q&A"
- **Thursday, March 31: 4:30 PM – 5:30 PM:** Meet the Managers of the Davis Financial, Global & Int'l Funds
- **Thursday, March 31: 6:00 PM - 8:00 PM:** Closing Reception/Dinner at The University Club

**All events including dinner are for Merrill Lynch Financial Advisors only.** If this invitation was extended to a group / team, only one member per team may attend.

### CONTACT INFORMATION

**Lodging/Meeting:** Milana Landskind at Davis Advisors – 212-891-5502  
**Travel:** Ultramar Travel – 800-532-4042

### LODGING AT THE WALDORF ASTORIA

Information regarding lodging complies with FINRA Cash / Non-Cash Compensation Rules as follows:

- **Davis will cover the cost of lodging for Wednesday, March 30 & Thursday, March 31 only.** Check-in 3PM/Check-out 12PM
- **Subject to availability,** pre-event / post-event extensions are available at your own expense at a Davis room-block rate of \$379 / night + taxes
- **Davis is not permitted to cover the cost of lodging** for anyone within 1 1/2 hours each way driving / public transportation time to the meeting venue
- **Hotel changes or cancellation must be made by Thursday, March 10**
- **Business Sessions Attire** is Business Casual
- **As per Merrill Lynch Cash/Non-Cash compensation policy, you will be responsible for any fees incurred associated with changes, cancellations or no-shows for travel and/or lodging.**

## TRAVEL ARRANGEMENTS

- **Ultramar Travel will send you an email** within a few days of your registering to contact them to complete your travel arrangements. You will then be issued a final e-ticket via email
- **All travel reservations must be booked no later than Thursday, March 10**
- Please be advised that once your airline tickets have been issued, they are non-refundable. If you need to make a change to your ticketed reservation, most airlines will charge a penalty fee.
- **As per Merrill Lynch Cash/Non-Cash compensation policy, you will be responsible for any fees incurred associated with changes, cancellations or no-shows for travel and/or lodging.**
- You are free to bring a guest at your own expense. Ultramar Travel can also help you arrange travel for your guest

## TRAVEL REIMBURSEMENT

As per FINRA Cash / Non-Cash Compensation Rules, Davis is permitted to cover the cost of the following travel-related expenses:

- Airfare, train or mileage to and from the meeting
- Taxi transportation (Please obtain transport to / from NYC airports, dinner location)
- Parking at home airport for the days of the meeting
- The cost of one checked piece of luggage, if needed
- Mileage, parking at the hotel and tolls for those attendees driving to the meeting
- *Please retain your receipts as Davis will reimburse you after the meeting for eligible expenses*

You will receive a postage paid reimbursement envelope in your registration packet which you should mail back with your receipts after the meeting. Please do not forget to include your business card with an appropriate mailing address.

**Note: As per industry regulations, all travel-related expenses will be reimbursed via check and made payable to your firm but mailed to your attention.**

## THURSDAY RECEPTION/DINNER AT THE UNIVERSITY CLUB

- **Dinner Attire** – steeped in tradition, The University Club dress code **requires jacket and tie for men** and corresponding evening attire for women
- **Dinner is for Merrill Lynch Financial Advisors only**
- If you are not attending The University Club dinner on Thursday evening, Davis is not permitted to cover the cost of lodging for Thursday, March 31

## DAVIS REGISTRATION DESK – WEST LOUNGE OF WALDORF ASTORIA

- Please be sure to stop by the Davis Registration Desk on Wednesday, March 30, between 2:30 & 5:00 pm to pick up your registration packet. If your travel schedule doesn't permit you to stop by the Registration Desk on Wednesday, you may also pick up your welcome packet on the morning before breakfast.