

Notice to Members

APRIL 12, 2004

SUGGESTED ROUTING

Legal and Compliance
Operations
Registration
Senior Management

KEY TOPICS

District Elections

INFORMATIONAL

District Elections

NASD Informs Members of Upcoming District Committee and District Nominating Committee Elections

Executive Summary

In early June, NASD will issue a formal *Notice to Members* soliciting candidates and explaining the process for nominating individuals to serve on both the District Committees and the District Nominating Committees.

In this election, each District Committee will have three vacancies to fill, with the exception of District 10, which will have four. The term of office for District Committee members is three years. Each District Nominating Committee will have five vacancies to fill for a one-year term.

The purpose of this *Notice* is to inform members of the upcoming vacancies in NASD's District Committees and District Nominating Committees so that they may begin to think of candidates. Individuals from member firms of all sizes and segments of the industry are encouraged to submit candidates for consideration for membership on NASD's District Committees and District Nominating Committees.

04-29

To serve as a member of a District Committee or District Nominating Committee, an individual must: (1) be employed by an NASD member eligible to vote in the District for District Committee elections; and (2) work primarily from such NASD member's principal office or a branch office that is located within the District where the individual will serve on a Committee. NASD believes this will ensure that local interests are represented on Committees. Also, please note that individuals who have served two consecutive terms are no longer eligible to be re-elected; however, NASD encourages current and former committee members to assist NASD by soliciting candidates for both committees.

Updated Contact Information

Members are reminded of the importance of accurately maintaining with NASD their Executive Representative name, e-mail, and postal address information, as well as their firm's main postal address.¹ This will ensure that member mailings, such as this District election information, will be properly directed. Failure to keep this information accurate may jeopardize the member's ability to participate in District elections as well as other member votes. To update their Executive Representative name, e-mail, and postal addresses, firms should access the NASD Contact System (formerly known as the NASD Member Firm Contact Questionnaire or NMFCQ) located on NASD's Web Site at www.nasdr.com/ncs.asp.

Members are also reminded to maintain the mailing addresses for their firm on record in the Web CRD[®] system. To update your firm's mailing addresses in Web CRD you must file a Form BD Amendment via Web CRD. For assistance in accessing the NASD Contact System or Web CRD, you may contact our Call Center at (301) 590-6500.

Questions/Further Information

Questions concerning this *Notice* may be directed to Barbara Z. Sweeney, Senior Vice President and Corporate Secretary, NASD, at (202) 728-8062 or via e-mail at barbara.sweeney@nasd.com.

Endnote

¹ See also *Notice to Members 04-32* (SEC Approves Amendments to Require Quarterly Review and Update of Executive Representative Contact Information).