

May 1, 1991

**WELCOME TO CHICAGO AND THE
MARLBORO MEDIUM LAUNCH MEETING!**

Our meeting begins tonight with a reception at 6:30 p.m. in the International Ballroom South (business attire). Tomorrow's meeting begins at 8:30 a.m. in the International Ballroom North (business attire). Casual attire is recommended for a Western themed dinner Thursday evening, and business casual is recommended for our Friday meeting.

All normal hotel charges are master billed as well as use of the fitness center, which is open from 6:00 a.m. until 10:00 p.m.

Breakfast is available at the hotel restaurants or continental style inside the International Ballroom beginning at 7:00 a.m.

The "Fast Lane Deli" is available for exclusive Philip Morris use on both May 1 and May 2 from 10:30 p.m. until 12:00 midnight. This will serve as our late-night hospitality area, where drinks and snacks are available.

If you require secretarial or other business assistance, we have a completely staffed office located in Private Dining Room No. 7. This office will be open until 5:00 p.m. on Thursday. We also have a staffed desk near the International Ballroom.

Check-out time is 1:00 p.m. Information concerning departures is attached.

If any assistance is needed during the meeting, please contact Liz Frederick, Joan Naughton, or Esther Bowman from our Richmond Travel office or Harvey Glastein from the New York office.

HAVE A GREAT MEETING!

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