To:
From:
Re: **Esri Developer Summit**

I would like to attend the 2015 Esri Developer Summit to be held March 10–13, 2015, in Palm Springs, California. It's the best way to ensure that we're getting the most from our geographic information system (GIS) investment.

This conference will provide up to 32 hours of Esri software training, hundreds of user presentations and technical sessions sharing best practices, and opportunities for me to get our specific technical questions answered by Esri staff. It also will include vendor displays from around the world and meetings that will connect me with GIS users from our region and industry.

Because of rapid advances in the field, this is an especially important year for me to keep up with changes in geospatial technology. GIS is becoming more powerful and accessible, and I need to know how we can leverage its capabilities to make the most of our resources and keep up with our peers. These are three projects that could benefit:

1.
2.
3.

I'm looking at ways to reduce expenses through complimentary registration, special hotel and airfare rates, ride sharing, and meals with vendors—as of yet, here's an approximate breakdown of conference costs:

      Registration:
      Airfare:
      Transportation (round-trip taxi from airport to hotel):
      Hotel:
      Meals:
      Total:

If I attend, I would submit a post-conference summary, including a set of recommended actions to further our GIS work. I'd also be more than happy to share relevant information with other staff members and departments.

Thank you for any consideration you give this, and I look forward to your reply.