To: From:

Re: **Education Opportunity at the Schneider Geospatial Users’ Conference**

I would like to attend the Schneider Geospatial Users’ Conference in Savannah, Georgia, scheduled for September 30-October 1, 2019.   
  
This conference provides educational sessions in which I can gain valuable information about GIS and e-government solutions from our peers. This event attracts many GIS and local government professionals from multiple states. As a Schneider Geospatial client, attending this conference provides a learning environment for new methods and technologies which I can implement for our organization. It also serves as a great environment to network with professionals in similar roles. This conference also offers other educational resources, along with direct access to the product development team, as well as an optional Administrative Class about managerial functions within our Beacon/qPublic.net for all administrators from beginner to advanced.

My registration for the Users’ Conference includes two days, which is attended by local government professional across the nation. During the conference, we will be going over what is new with Beacon/qPublic.net, Permitting, and IDAM, extending and enhancing add-ons, 508 accessibility, Agland assessment, client panel discussion, assessment appeals, data collection, data/parcel maintenance, GIS insourcing, and more. More information is available on the Users’ Conference [website](https://www.schneidergis.com/users-conference).

I'm looking at ways to reduce expenses through complimentary registration and special hotel and airfare rates. Here's an approximate breakdown of conference costs:

Registration: is included with our contract.

Airfare/Hotel: There is an airfare/hotel bundle for $1,500, or I can get a hotel (three nights at $185 per night) and airfare for \_\_\_\_\_\_\_\_\_\_\_

Transportation (estimating Uber fare between airport and hotel as being $20 each way): \_\_\_\_\_\_\_\_\_\_\_\_

Meals (3 days at $60 per day): \_\_\_\_\_\_\_\_\_\_\_

Total:

I'd also be more than happy to share relevant information with other staff members and departments. Thank you for your consideration. I look forward to your reply.