



2017 Wynne Systems User Conference Proposal

To:

From:

Re: 2017 Wynne Systems User Conference Proposal

I'm writing to ask for approval to attend Wynne Systems' annual user conference October 2- 5, 2017 in Las Vegas, NV. The Wynne Systems User Conference is 3 full days of learning—best practices, training, and new innovations. It's the one conference each year that brings together the entire community of Wynne Systems software experts. At a total cost of about \$1800, it's the most cost-effective way to ensure that we're getting the most from our Wynne Systems investment and should result in immediate ROI.

In particular, I'd like to focus on finding solutions or best practices that could benefit these projects:

- [add project or initiative]
- [add project or initiative]
- [add project or initiative]

In addition to breakout sessions with Wynne Systems customer and partner speakers, the conference offers the chance to problem solve with Wynne employees and technology partners. The sessions led by Wynne product experts is an ideal place to pick up new ideas to drive more productivity from our implementation.

Here's an approximate breakdown of conference costs:

Airfare:	\$ 350
Transportation: (round trip shuttle from airport to hotel)	\$ 0
Hotel: (4 nights at \$189+\$15)	\$ 816
Meals: (2 dinners at \$50)	\$ 100
Registration Fee: (Early bird rate)	<u>\$ 549</u>
Total:	\$ 1,815



This conference should deliver incredible value. I'll learn how to implement and use the latest features and see what's planned for future releases. I'll also develop better contacts with industry experts and gain knowledge in specific areas of Wynne Systems Solutions. These "wins" will pay off in the form of streamlined practices, tested solutions, and a network of peers to call upon when troubleshooting, all invaluable tools.

I will submit a post-conference report that will include an executive summary, major takeaways, tips, and a set of recommendations to maximize our current investments in Wynne Systems software. I can also share relevant information with key personnel throughout the company.

Thank you for considering this request. I look forward to your reply.

Regards,