

Dear [Manager's Name],

I would like to attend the 2019 National VUEWorks User Conference, December 4-6 in Orlando, Florida. This conference provides software instruction and education by knowledgeable staff, breakout sessions and discussions, and networking opportunities within the GIS and Asset Management communities.

With the ever-expanding importance of infrastructure asset management, I know this conference will serve as an opportunity for me to not only learn what new features and enhancements VUEWorks has to offer, but also the best practices of implementing and maintaining these systems.

I will be able to share with our agency, upon my return from this event, information pertaining to tracking and managing our assets in our effort to efficiently budget for projects, analyze risk factors and apply reporting capabilities.

This year's conference will include:

- **Presentations from fellow VUEWorks clients across the country**, providing in-depth experience of the system and unique approaches and configurations.
- **Breakout sessions and panel discussions** with VUEWorks users, staff and subject matter experts.
- **First-hand look at new features and enhancements** with management and senior developers.
- **Focused VUEWorks training sessions, by level of familiarity:**
  - VUEWorks New User Training
  - VUEWorks New Administrator Training
  - VUEWorks Advanced Administrator Training

For more information and full event agenda for the 2019 National VUEWorks User Conference, visit the registration site:

<https://www.eventbrite.com/e/2019-vueworks-national-user-conference-tickets-54882638449>

I look forward to discussing this matter with you soon!

Sincerely,

[Your Name]