Dear insert supervisor’s name here,

I would like to attend Tyler Connect 2024, May 19-22. This event will give me a unique opportunity to discover new ways to boost our productivity and improve our services by making full use of our [insert Tyler product name here] product. Not only will I be able to interact with and learn directly from Tyler Technologies’ staff, but the conference will also allow me to network with industry peers from across the country to exchange ideas, insights, best practices, and solutions to make better use of our technology investment in my daily work.

Additional benefits of attending this educational event include:

* Hundreds of educational and training sessions highlighting software enhancements, tips and tricks, and advanced product use to help improve my performance and our organization’s outcomes and efficiencies
* Networking opportunities with professional peers from our region and in similar roles across the country
* Exclusive insight from Tyler executives on current and future projects.
* Continuing Professional Education (CPE) credits, where applicable
* Our inclusion in Tyler’s nationwide Connected Communities vision, which is transforming the future of government

If allowed to attend Tyler Connect, I plan to use the attached ROI worksheets to note the valuable takeaways from each training session and document the advantageous professional connections I make during the conference, including how each will support my work year-round.

Here is a complete breakdown of the expected conference costs:

**Registration**

Early Registration: $1,199 (through March 22, 2024)

Standard Registration: $1,449 (March 23, 2024 – May 22, 2024)

**TOTAL:**

Thank you for considering my request to attend Tyler Connect 2024. For more information, including specific class and networking information, visit [www.tylertech.com/connect](http://www.tylertech.com/connect).

Sincerely,

[insert your name here]

**Session ROI Worksheets**

Use these convenient worksheets to take notes after each session to record key information, action items, and estimated impacts. Reference these notes when you create your post-conference report (copy and paste additional sections as needed).

|  |  |
| --- | --- |
| **Session Title** |  |
| **Session Presenter**  |   |
| **Session Summary**  |   |  |
| **Key Information**  |   |  |
| **Action Items Identified**  |   |
| **Estimated Impact**  |   |  |

**Professional Connections ROI**

Use these convenient worksheets to take notes after you network with peers so you can record key information, action items, and estimated impacts. Reference these notes when you create your post-conference report (copy and paste additional sections as needed). Notes are available for download through the session catalog.

|  |  |
| --- | --- |
| **Met With** |  |
| **Discussion Focus**  |   |
| **Session Summary**  |   |  |
| **Key Information**  |   |
| **Action Items Identified**  |   |  |
| **Estimated Impact**  |   |  |