Dear Court Leader,

The National Association for Court Management (NACM), with more than 1,700 members from all levels and types of courts throughout the United States and internationally, is the largest organization of court management professionals in the world. NACM provides court management professionals with the opportunity to increase their proficiency in the field while networking with colleagues to promote a common goal - improving the administration of justice.

In support of NACM's goal of educating the court community, NACM will host the 2020 Annual Conference, July 12-16, 2020 in New Orleans, Louisiana. The conference theme is "(Intra)Connected Courts: Expanding Justice in Our Communities." As an institution, courts are part of our local, state and national community. This necessitates that courts are part of our community conversation on numerous important issues from substance abuse to mental health. So too must courts be involved on issues of reform all the while working with other branches of government and their communities to ensure access to justice is not just a platitude but is real and achievable. As a profession of court professionals, NACM promotes the sharing of best practices, innovations and insights on the management of our courts. This conference will provide attendees with training and networking opportunities that will focus on these issues.

NACM members can enjoy the “Early Bird” registration rate of $595 through May 1, 2020, and a $185 per night conference hotel rate until June 19, 2020, with additional savings for Early Career Professionals and groups of ten or more. Conference attendees can expect to enjoy numerous thought-provoking educational sessions, organized social and networking events, and a robust vendor and exhibit show. For more information, including the conference agenda, please visit the conference webpage at www.nacmconference.org.

This educational opportunity is uniquely designed for court professionals. I encourage you to support your staff's attendance at the conference to develop skills that will enhance your court or that you will consider engaging with your colleagues and advancing the field of court administration by attending the 2020 Annual Conference.

Thank you for your continued dedication to the judicial branch of government and the important role you play in advancing the administration of justice.

Sincerely,

Will Simmons, President

Attachment
Dear Court Leader,

Your court professional has expressed an interest in attending the 2020 annual conference of the National Association for Court Management. We encourage you to look at our justification letter and to explore the conference agenda online at www.nacmconference.org.

Expenses include registration, travel, hotel and any meals that are outside of Education Conference. The total cost for the conference is <fill in the blank>. The detailed cost breakdown is listed in the paragraph below.

Here is my estimated breakdown of conference costs:

Attendee:

Registration:

Airfare:

Transportation to and from Hotel:

Hotel:

Meals:

TOTAL:

The value of this educational and networking experience is exceptional and we look forward to having your court professional join us!

Sincerely,

Will Simmons, President