

## JUSTIFICATION LETTER

### Attending the Versaterm IAPRO Users Conference

*You may customize this content to fit your situation and how you are submitting it (letter/email)*

[Supervisor Title & Name],

I am writing to request your approval to attend the 2025 Versaterm IAPRO Users Conference, on October 27 - 31, 2025, in St. Petersburg Beach, Florida. This important event brings together an unmatched educational program to gain key insights from our peers and the experts at Versaterm and their Professional Standards solutions. This knowledge will help us serve our community and its members better.

**475+ public safety professionals** attend Versaterm's conference to learn from their peers, share insights and attend training workshops.

Attending this event gives us access to important updates that will empower us to optimize our existing products. It spans three full days, featuring a diverse range of training opportunities, including expert-led breakout sessions, user-oriented presentations and invaluable insights into Versaterm's product roadmap. This year, they are offering an expanded pre-event Professional Standards Training Course for those who are interested.

By engaging directly with Versaterm's ecosystem of developers and support team, I'll have the chance to pose detailed technical questions and discuss our specific needs, and thereby fostering a stronger partnership with Versaterm.

Our communities continue to expect more from us each day, and this is an opportunity for us to enhance our capabilities and leverage our resources effectively. Attending this event would allow us to stay ahead of the curve and maximize our potential. To this point, my focus at the Versaterm IAPRO Users Conference will be on solutions for these areas: [initiative, project, goal]

- [initiative, project, goal]
- [initiative, project, goal]
- [initiative, project, goal]

Below is an estimated cost breakdown for the entire event:

Registration	Airfare/Travel	Transportation	Hotel	Meals	Total
\$	\$	\$	\$	\$	\$

When I return from the conference, I will share my key takeaways with the team that will help our agency in the ever-changing public safety environment.

Thank you for your consideration.

Sincerely,

**Versaterm IAPRO**  
**20<sup>th</sup> Annual Users Conference**

St. Pete Beach, Florida

Tradewinds Island Resort | October 27-31, 2025

## Who Should Attend?

Versaterm welcomes existing users from its ecosystem and invites public safety organizations that are considering Versaterm IAPro. The presentation and workshop topics will appeal to a wide variety of professionals that work within public safety, such as but not limited to:

- Professional Standards Staff
- Analysts
- Program Administrators
- Use of Force Review Members
- Wellness Coordinators
- Oversight Members

## Topics Covered

- Versaterm IAPro Basics
- Employee Wellness
- Agency Presentations
- Cloud Hosting & HR Integrations
- Versaterm IAPro 9 (New UI)
- Versaterm MakeNote
- Administration of Applications
- Innovative Uses
- Versaterm BlueTeam Basics & Advanced
- Versaterm EIPro
- Data Narration/Transparency Dashboards
- Versaterm Mindbase
- Reports
- Understanding Purviews
- Case Management
- Application Integrations

## Schedule At A Glance

The 2025 Versaterm IAPro Users Conference offers education and networking with access to experts in and around the public safety & Professional Standards as well as your fellow chiefs and future leaders. Please visit the [conference site](#) for the most up-to-date information.

Monday, October 27	Professional Standards Training Course
Tuesday, October 28	Professional Standards Training Course Conference Registration Open Welcome Reception
Wednesday, October 29	Breakfast & Registration Opening Ceremonies Education Breakout Workshops Solutions Showcase & Evening Reception
Thursday, October 30	Breakfast & Registration Daily Announcements Education Breakout Workshops
Friday, October 31	Breakfast & Registration Daily Announcements Education Breakout Workshops