

# National Family Law Conference

May 15 - 17, 2025 / Fairmont Dallas

*Accelerate Your Practice*

## Justification Worksheet

The National Family Law Conference of the American Academy of Matrimonial Lawyers (AAML) is a unique opportunity for ambitious attorneys to connect and learn from nationally renowned leaders in family law.

Use this worksheet to develop a personalized plan that meets your specific needs and creates a compelling case for your attendance.

### Identify the Benefits

YOUR NEEDS	AAML NATIONAL FAMILY LAW CONFERENCE OFFERING THAT MEETS YOUR NEED
Invest in learning best practices to bring back to improve the firm.	
Empower colleagues to enhance their skills and growth in the profession.	
Learn best practices and develop relationships with leaders in the family law profession.	
Connect directly with Fellows, allowing you to understand the benefits of Fellowship.	
Other:	



# Calculating Expenses

Your proposal to attend the AAML National Family Law Conference should include the anticipated cost to your firm. The following worksheet helps identify the common expenses associated with attendance.

EXPENSE	NOTES	ESTIMATED COST
AAML National Family Law Conference Registration	Fellow (Early Bird Rate): \$1,095 Fellow (Regular Rate): \$1,295 Non-Fellow Attorney (Early Bird Rate): \$1,295 Non-Fellow Attorney (Regular Rate): \$1,495  *Early Bird Registration ends March 28	\$
Airfare	Estimate based on current airfare prices	\$
Hotel	\$199/night at the Fairmont Dallas	\$
Transportation	Ground transportation to hotel	\$
Food Per Diem	Meeting fee includes group breakfast	\$
SUBTOTAL		\$
OPTIONAL EXPENSES		
AAML Pre-Conference: Unlocking Admission Success – AAML Exam Insights and Application Guide	\$100	\$
		\$
GRAND TOTAL		\$

# Justify Your Attendance

Use this customizable letter to make the case for meeting attendance to your supervisor.

**To:** <Manager name>

**From:** <Your name>

**Date:** <Insert date>

**Subject: Upcoming Professional Development Opportunity - AAML National Family Law Conference**

I am interested in attending the 2025 AAML National Family Law Conference in Dallas, Texas, on May 15-17, 2025. This event is a rare opportunity for ambitious attorneys to network with elite family law attorneys. This event is hosted by the highly respected and well-known American Academy of Matrimonial Lawyers (AAML).

The AAML National Family Law Conference is an opportunity for me to engage with other family law attorneys from across the country and earn CLE by attending sessions led by nationally recognized leaders in family law over two and a half days.

<Add more context about the topics and sessions you're looking forward to attending and how this information will be shared with colleagues upon your return.>

I am seeking <company name>'s support for registration, travel, food and lodging for the AAML National Family Law Conference. I understand my attendance at the meeting is an investment of both time and money, so I have outlined my anticipated expenses and the return on investment below.

**Airfare:** <add actual>

**Hotel:** <add actual>

**Ground Transportation:** <add actual>

**Meals:** <add actual; keep in mind many companies provide a set per diem rate>

**Meeting Fee:** <add actual>

The total cost, including all CLE and travel costs, is approximately <add actual>

Upon my return, I will provide you and the others with a full summary outlining the lessons I learned and my recommendations for how we can implement them. I'm confident that my participation will yield significant benefits for both me and the firm.

Thank you for considering my request. I look forward to discussing this further at your earliest convenience.

Sincerely,  
<Your Name>