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**Justification Letter, In-Person Participation**

**Below, you'll find a "justification letter" template — a letter to your supervisor explaining all the benefits you'll get from attending the DIA Europe 2023 in-person, how the insights from the conference enhance your day-to-day work and help advancing your organization.**

**This general template will get you started while allowing you to customize it to you and your organization's particular needs.**

**<Date>**

Dear <**Supervisor’s name>,**

I would like to attend in-person at 35th Anniversary of DIA Europe taking place 22-24 March 2023, Basel, Switzerland.

This meeting brings together a unique community of life sciences professionals at all levels and across all disciplines, all with the common goal of fostering innovation that will lead to the development of safe and effective medical products and therapies to improve patient outcomes. Exclusive insights and discussions on neutral grounds make this conference special. The DIA Europe 2023 provides the greatest opportunity to meet with senior experts in drug development and especially regulators from around the world to expand networks for our organization. Attending the conference in person allows networking also in informal rounds and occasions.

An anticipated 1,500+ attendees, including industry professionals (from 200+ pharma companies), clinicians, 20+ patient organizations, 40+ regulatory agencies and 12+ payers and HTA bodies from more than 50 countries, will attend and present at this event. In addition, I will have access to the industry exhibition and networking activities and the on-demand content for 2 month after the event.

While attending this meeting, I will be able to participate in a number of interdisciplinary, cross-functional educational offerings with real world applications.

The conference programme was prepared by the distinguished programme committee in collaboration with DIA.

100+ sessions planned across [10 tracks](https://www.diaglobal.org/en/flagship/dia-europe-2023/program/schedule/tracks) featured ranging from:

**<select interest areas applicable to you>**

* Artificial Intelligence and Data Science **NEW**
* Clinical Trials Development and Clinical Operations
* CMC & Product Quality
* EU Health Policy and Regulatory Strategy **NEW**
* Medical Devices and Combination Products & Precision Medicine and Diagnostics **NEW**
* Pharmacovigilance and Safety
* Professional Development **NEW**
* Regional Updates
* Regulatory Operations
* Value and Access

I am seeking your support in attending this meeting.

**Registration Fee:** Insert your registration fee from[**here**](https://www.diaglobal.org/en/flagship/dia-europe-2023/about/register)

**Estimated - Travel Expenses:**
([Special flight offers](https://www.diaglobal.org/en/flagship/dia-europe-2023/hotel-and-travel/travel) for Lufthansa Group Partner Airlines are available)
**Estimated - Accommodation Expenses:**
([Discounted hotel room rates](https://www.diaglobal.org/en/flagship/dia-europe-2023/hotel-and-travel/hotel) are have been negotiated for DIA Europe participants)
If you book a hotel in Basel for your stay, the hotel will provide you with a BaselCard. Throughout your entire stay the [BaselCard](https://www.basel.com/en/baselcard) entitles you to ride on all public transport in Basel – including your initial journey to your hotel.

**Other Expenses:**

Thank you for taking the time to review this proposal. By attending [DIA Europe 202](https://www.diaglobal.org/Flagship/DIA-Europe-2023)3 having the opportunity to develop my skills, gain knowledge, and establish key contacts which will be a valuable investment for my profession, colleagues, and **<insert name of your organization here>.**

Sincerely,