**- ABOVE THE CLOUDS -**

**2019 CORPORATER SUMMIT**

Dear,

I am writing to ask for approval to attend the Corporater Summit, **performance management, strategy, GRC, and digitalization-oriented conference on June 12-13, 2019 in Oslo, Norway**. Because technology is continuously changing, it is more important than ever that I stay current to ensure our tools and methods are effective. At the Corporater Summit, I can get the information I need from dozens of industry thought-leaders and expert practitioners who will be sharing insights on best practices, strategy execution trends, case studies, new solutions, and more.

In particular, I think attending this conference would directly benefit these projects:

* [add project]
* [add project]
* [add project]

With over 20 sessions, workshops, and hundreds of attendees, the Corporater Summit is one of the best performance management, strategy, and best practices forums in the region. You can learn more about the Corporater Summit on their [website](https://corporatersummit.com/).

**Here is an approximate breakdown of conference costs:**

Airfare: $ xxx

Transportation & Parking: $ xxx

Hotel: $ xxx

Meals: $ xxx

Registration Fee: $ xxx

**Total: $ XXX**

This event is a great opportunity to connect with subject matter experts, learn about new tools and methodologies, and get an expert advice on how to implement new strategies, manage business performance, and stay in control of our governance, risk and compliance processes. Similar events of this nature are typically 5-7x as expensive.

For us to get the best ROI from this conference, please keep in mind that **the earlier I can register, the cheaper it will be**.

I will give you a summary of what I learned including major takeaways and new ideas, and I will share all relevant information with key personnel throughout the company. As a participant, I will also have access to all the speaker presentation slides following the event that can also be shared and disseminated.

There is free Wi-Fi at the conference, so I will be checking email and available as needed.

Thank you for considering this request. I look forward to your reply.

Regards,