Hello,

Re: The Learning Guild's DevLearn Conference & Expo

I'd like approval to attend DevLearn 2021 Conference & Expo, taking place on October 20 — 22 in Las Vegas, Nevada. This industry–leading conference will allow me to explore innovative technologies, engages with new appraoches, and elevate my work. Over three days, I will get to choose from over 200 learning activities, including dynamic sessions from industry leaders on key topics that will directly impact my work. I truly believe that this is the most cost–effective way to not only optimize our current projects but also prepare our organization for the future of learning.

I will have the opportunity to interact and network with nnovative learning and development peers to gain new ideas and techniques. Plus, I'll also have direct access to leading industry suppliers sharing the latest tools and technologies, including exclusive offers on new product launches.

Here's an approximate breakdown of conference costs:

$250	Airfare
$30	Transportation (round trip from airport to Mirage Hotel)
$645	Hotel (3 nights at a daily rate of $215 as part of the DevLearn group)
$150	Meals (3 days at $50)
$1,695	Registration with free Learning Guild member discount
$2,770	**TOTAL**

*Registration fee includes the access to the entire conference, materials, and lunch as well as complete acess to the Expo and other attendee–favorite events like DemoFest. Additional organizational and group discounts can lower the registration ticket cost, especailly if we go as a group.

I'm currently working on ways to reduce expenses, including hotel discounts, ride sharing, and meal plans. I will schedule a post–conference meeting with you to provide a summary of all the major takeaways and important resources I learned to maximize our investment in my professinal development at DevLearn Conference & Expo.

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

You can check out the conference website here: DevLearn.com

Sincerely,