

Subject: Request to Attend Acumatica Summit 2023

Dear [Insert Name]

Acumatica Summit 2023, which takes place in Las Vegas beginning January 29, 2023, at Wynn Las Vegas is the company's flagship event offering two full days of informative keynote presentations, educational breakout sessions, and an optional three days of focused training. It is Acumatica's premier event of the year—and is widely regarded as one of the best cloud-based ERP solution forums for end users and technical information professionals. Acumatica's Summit delivers:

- ✓ In-depth, issue-focused sessions presented by industry-leading speakers on a range of compelling topics—with over 60 sessions covering issues and emerging challenges faced by organizations like ours.
- ✓ The right environment to better understand the latest ERP industry trends and to learn first-hand about real end user experiences from seasoned practitioners.
- ✓ Ample networking opportunities to raise our profile and forge valuable relationships with top developers, creators, influencers, and business leaders.
- ✓ Direct access to key sponsors, product demos, and one-on-one time with company leaders.

In the interest of further developing my skills and building my knowledge about the latest ERP innovations and shared best practices, I request approval to attend this event. The costs are as follows.

	Summit Only: (Sun–Tues)	Summit & Training: (Sun–Fri)
Summit Passes	\$1,195	\$2,895
Hotel Accommodations (\$307 per night, including tax and resort fee)	\$624	\$1,535
Airfare	[Insert airfare from your location]	[Insert airfare from your location]
Total Cost to Attend:	[Insert Total]	[Insert Total]

Return on Investment: I believe the cost of a pass to attend Acumatica Summit 2023 is a great investment that will return actionable intelligence, insight, and networking connections to help us stay ahead of our competitors. When I return from the event, I will share what I have learned in a presentation highlighting compelling insights, useful vendor product information, critical contacts I have made, and a strategic proposal for implementing new ideas that will benefit our team. I will also make all the Summit materials I receive available to my colleagues.

Thank you for your consideration.