

Dear **[your manager's name]**,

I'd like your permission to attend the inaugural security-focused user conference that Armor is hosting: SecureCon from October 21-23, 2019 in Dallas. Attending this conference will be beneficial for both my personal growth and our company's cloud security knowledge in the following areas:

- Increase proficiency in Armor products and their roadmap, and opportunity to get to know Armor team members
- Get educated on technical best practices, industry insights, and latest technologies
- **[and for Partners-specific]** Gain hands-on training to bolster our go-to market services

Here's an estimated breakdown of costs:

Domestic airfare estimate.....	\$400
Hotel (two nights in Dallas).....	\$275/night = \$550
Full conference pass.....	\$0 (FREE)
Total.....	\$950

After the conference, I'll provide feedback that will include a summary of what I learned and a set of recommendations to mitigate risk and ensure compliance for our company.

Thank you for considering my request to attend this event. Looking forward to your reply,

[your name]