[DOWNLOAD JUSTIFICATION LETTER](https://cdn.asp.events/CLIENT_CL_US_323E7AA7_5056_B733_8303D39C538813E0/sites/PI-2024/media/pgi25/PGI2025-Justification-Letter.docx)

Dear [Recipient's Name],

I am writing to request approval for my attendance at POWERGEN International®, the leading power generation industry conference and exhibition, scheduled to take place from February 11-13, 2025, in Dallas, TX. As an active participant in the generation sector, I believe that attending this esteemed event will bring significant benefits to our organization and my professional growth.

Justification for Attendance:

* High-Value Educational Content: POWERGEN International® offers cutting-edge presentations, workshops, and technical sessions by industry experts, covering crucial topics such as technology advancements, project management, environmental sustainability, and regulatory updates.
* Networking Opportunities: The event provides a platform to network with industry peers, professionals, and stakeholders, opening doors to potential collaborations and business opportunities.
* Access to Industry Exhibitors: I will have the chance to evaluate the latest products, equipment and technologies offered by leading companies, facilitating informed decision-making for potential investments.
* Professional Development: Participation offers opportunities to earn PDHs, enhancing my skills and knowledge base.
* Knowledge Sharing and Innovation: I can share our organization's successes and innovative practices, positioning us as industry leaders and fostering collaboration.
* Market Intelligence: Staying updated on trends and regulatory developments will help identify challenges and opportunities for strategic decision-making.

Below is a cost breakdown. I would like to book travel as soon as possible to get the best price.

Registration: \_\_\_\_\_\_\_\_\_\_

Estimated Airfare: \_\_\_\_\_\_\_\_\_\_

Hotel: \_\_\_\_\_\_\_\_\_\_

Misc/Dinners: \_\_\_\_\_\_\_\_\_\_

Total cost of \_\_\_\_\_\_\_\_\_\_.

I kindly request approval to attend POWERGEN International®, confident that this experience will contribute significantly to our organization's growth and competitive advantage.

Sincerely,