

Subject: Request to Attend European Women in Technology Conference

Body:

Dear [Boss's Name],

I am writing to request your support in attending [European Women in Technology](#), scheduled for **June 25-26, 2025**, at **RAI, Amsterdam**. This event is the largest tech conference for women in Europe, and I believe it presents an invaluable opportunity for me to learn from and network with some of the industry's most influential leaders.

The conference features a diverse lineup of keynote speakers, panel discussions, and interactive workshops focused on leadership, innovation, and diversity in technology. Some of the confirmed speakers include [list a few notable [speakers](#) related to your job].

Attending this conference will allow me to expand my knowledge and skills in the technology field, connect with other professionals who share my interests, and bring back valuable insights to our company. Specifically, I aim to develop [list some skills you would like to enhance or goals the event will help you achieve].

The cost of attending the conference is [state the cost of your preferred [ticket](#)]. I have also researched travel and accommodation options and found [list a few options with their prices], which I believe are reasonable and align with our company's travel policy.

Additionally, group discounts are available if others wish to join:

- 5-9 passes: 5% discount on all passes
- 10+ passes: 10% discount on all passes
- 25+ passes: 15% discount on all passes

For more information, please visit the conference [website](#).

I am confident that attending [European Women in Technology](#) would be a valuable investment for both my professional growth and our company. I would be happy to provide a detailed report of my experience, including key insights and takeaways, upon my return.

Thank you for considering my request. I look forward to discussing this opportunity with you further.

Sincerely,

[Your Name]