Dear (boss name),

I am writing to seek approval to attend WSO2Con USA 2017 taking place in San Francisco from February 20-22, 2017.

The three-day conference will include some innovative keynote speeches and interactive sessions on dealing with some of the most current enterprise challenges involving IoT, Big Data Analytics, API, Cloud, Security, Integration, and DevOps. It will also give me the opportunity to interact and exchange ideas with leading CxOs, Enterprise Architects, and Developers.

I have the option of selecting the sessions that will help me improve my skills set as well as my contribution to the company. The sessions I am interested in are as follows:

**[Insert list of sessions you are interested in]**

Moreover, there's a 25% early bird discount; this will provide significant savings to the company if we take advantage of this offer before January 13.

With travel and 3 nights’ accommodation, the entire trip should still cost well below $2,000, which is very reasonable considering the new thinking, strategy, and solutions we can apply at **[company name]** to improve efficiency and revenue.

I think attending WSO2Con USA would be a great investment, not only for my personal growth, but also for **[company name]** and <project name> we’re currently working on.

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

Regards,