Dear [Boss’ Name],

I am requesting your approval to attend the 2023 LIMRA LOMA Strategic Issues Conference this 15-17 March in Bangkok. I believe the agenda topics of training, technology, health/wellness and trust are very much in line with areas that we are interested in staying competitive in, and I think this would be a great opportunity to receive research, best practices, and tactical advice from global industry experts. I am also excited about the valuable networking opportunities and abundance of solutions that will be on display, and hope you will agree that it would be worthwhile for me (and, in turn, be of benefit to our entire department).

As a conference attendee, I will have access to two days of sessions, panel discussions, and networking opportunities, as well as copies of the presentations to refer back to after returning home. All of the presentations will encompass the theme of **“TRAINING, TECH, AND TRUST: Supporting F2F in a Digital World”** and include information on:

* The Future of Human Connection
* Remapping the Modern Customer Journey
* Examining the Insurer-Bank Relationship
* Serving the Needs of High-Net-Worth Customers
* Remote Training and Development
* Promoting Wellness and Mental Health
* Remote Authenticity and Connection
* Innovating Insurance Distribution
* Creating and Managing a Resilient Organization

…And Much More!

The registration fee is US$950 for LIMRA LOMA members (or US$1,450 for nonmembers) if I register before 15 February, and:

1) There would be no other costs involved because the conference fee includes daily meals and materials.

**OR**

2) Additional travel expenses would be approximately \_\_\_\_\_, based on the following expense breakdown:

Airfare \_\_\_\_\_\_\_\_\_\_\_\_

 Transportation \_\_\_\_\_\_\_\_\_\_\_\_

 Hotel \_\_\_\_\_\_\_\_\_\_\_\_

 Meals \_\_\_\_\_\_\_\_\_\_\_\_

I would be happy to write a post-conference report detailing what I learned and will be sure to share those insights across our team and organization.

Please feel free to let me know if you have any questions or require more details before making a decision on whether to approve this request. I feel strongly that attending this event can benefit our entire department, and am hopeful you will agree!

Thank you for your consideration.

[Your Name]

PS: You can visit [www.limra.com/SIC23](http://www.limra.com/SIC23) to see why it is worth the investment!