



To: [Manager]

Subject: Intel Innovation 2023: Request to Attend

Dear [Manager],

I am writing to request approval to attend the Intel Innovation conference, September 19-20 in San Jose, California. Intel Innovation is an annual gathering of the hardware and software development communities, focused on hands on training, technical deep dives, and guided exploration of the latest in adaptive solutions, designed to fuel business transformation.

I believe this investment will benefit our organization, providing an opportunity for me to gain critical insights into:

- AI and its practical applications in automating and activating high value, underutilized data to convert it into actionable insights.
- Edge, Web, and Cloud Technologies that anticipate threats and maximize opportunities for a more competitive advantage in the marketplace.
- Leveraging the Next Generation of Foundational Systems to create strong, secure, and integrated platforms.
- Deploying Advanced Technology to develop a future-proof strategy as a developer.

Additionally, Intel Innovation's unique, community-centric engagements offer a perfect venue in which I can connect with industry experts and peers to gain fresh perspectives and collaborate on resolutions to our business's most pressing technical challenges. If my attendance is approved, I expect to provide a post-event summary of key learnings for the larger team, with a view to continuing this collaboration after my return.

Registration fees are discounted for a limited time. Please let me know if I can provide any additional information to assist in your decision.

Thank you,

[Name]