Dear :

I’m writing to request your approval to attend Cohesity Catalyst, an upcoming data security and management summit in Las Vegas from May 22-24, 2023.

This is a great opportunity for me to attend Cohesity’s first-ever Catalyst event. They’ll be sharing technical knowledge and insights on how to secure and manage our most valuable asset—our data. By attending this event, I’ll have a front row seat to explore new technologies, hear from industry experts, and learn how to prepare for what’s next.

Here’s my estimation of costs:

* Conference registration fee (just $799 if I book by April 14):
* Airfare:
* Transportation:
* Hotel: (Cohesity is providing discounted hotel rooms at the MGM starting at $188 plus a $39 resort fee per night and taxes)
* Meals:

I hope you’ll agree that Catalyst will deliver a real return on our investment, both for our organization as a whole and for my professional growth.

Thank you for considering my request. I eagerly await your reply.