

Dear [SUPERVISOR NAME],

I am interested in attending OneCon 2023, a cybersecurity conference hosted by SentinelOne, on [ORGANIZATION]'s behalf. I request your approval to attend this event, which will take place in Boca Raton, Florida from November 7th to November 9th, 2023.

At this event, I will have the opportunity to network with hundreds of security leaders and learn how they foresee the cybersecurity landscape evolving over the next year. I'll also be directly engaging with these leaders and my peers in track sessions covering Cloud Security, IT Operations and Hygiene, Identity Security, Endpoint and Extended Detection & Response (EDR/XDR), and Managed Services. I am particularly interested in the following sessions:

- **Session 1:** Insert the name of the session here.
- **Session 2:** Insert the name of the session here.

I believe that attending this event will allow me to grow as a professional, develop my skill set, gain new perspectives, learn best practices, and explore my professional interests. Specifically, I believe the insights from these OneCon sessions will empower me to:

- **Goal 1:** Explain your goal here.
- **Goal 2:** Explain your goal here.
- **Goal 3:** Explain your goal here.

For your convenience, I have included a breakdown of how much it will cost for me to attend.

| Service | Per Item | Qty | Total |
|--|----------|-----|----------------|
| Airfare | \$700 | 1 | \$700 |
| Transportation between Airport & Hotel | | | |
| Fort Lauderdale (FLL) | \$75 | 1 | \$75 |
| Miami (MIA) | \$125 | | |
| Meals during Travel | \$25 | 2 | \$50 |
| Hotel per night (taxes not included) | \$299 | 2 | \$598 |
| Conference Registration | \$1,399 | 1 | \$1,399 |
| Early Bird Discount (by August 31, 2023) | -\$100 | | (\$100) |
| Standard Pricing by November 3, 2023) | | | |
| TOTAL | | | \$2,722 |

To ensure this experience benefits my entire team, I am willing to give a brief presentation after attending to share what I have learned. I can also create an action plan that incorporates the tools, resources, and strategies I discover so my team can start using them right away.

If you need more information about this event to make your final decision, you can refer to www.onecon.io.

Thank you for considering my request, and I look forward to speaking with you about this opportunity. Please feel free to reach out to me with any questions or concerns I can address.

Sincerely,

[YOUR NAME]