**OpenText Enterprise World 2016   
Conference Attendance Proposal**

Dear <Name>,

I’m requesting approval to attend the **OpenText Enterprise World 2016** conference in Nashville, Tennessee. This year’s conference runs from **July 11 – 14** with the pre-conference training July 9 – 11.

Attending Enterprise World 2016 is a highly focused opportunity for me to gain invaluable insights on a number of different fronts:

**Maximizing Our Investment**Through over 200 targeted training workshops, breakouts, and customer roundtables, I’ll return better able to extract full value from our existing OpenText investment in the areas of **security**, **collaboration**, **compliance, and more**.

**Keeping up with the Competition**Numerous OpenText customers present case studies spotlighting **innovative, proven approaches** that have solved the same business challenges we face. There’s no better way to see **firsthand** what’s working in the real world.

**Preparing for the Future**In addition to roadmaps and demonstrations of **next-gen OpenText solutions**, a primary focus of Enterprise World is collectively preparing for the broader information management landscape of tomorrow. Through **keynotes and interactive sessions with thought leaders and visionaries**, I’ll gain actionable insight into the coming transformation and be able to add significant value to our future planning.

**Making the Connection**  
Enterprise World is the place where **everyone OpenText convenes**—from strategic management to product gurus to customer support experts. There is no better place for me to connect with the actual community behind our applications. I’ll be able to **ask questions** face-to-face, **learn from the best**, **make suggestions**, and communicate directly with the OpenText team on how they can specifically **help us**.

If you’d like, I can prepare a proposed agenda as details of the event are finalized. And please feel to check out the [event website](http://www.opentext.com/campaigns/enterprise-world-2016) for more information.

The great news is, if I register by **XXXXX**, I’ll be able to take advantage of early-bird pricing of $XXXX (a savings of XX%).

Here is an approximate cost breakdown for my attendance at the conference:

Conference pass (with meals): $XXXX  
Breakout sessions: included  
Hotel ($199/night plus taxes & fees): $XXX  
Airfare: $XXX

**Total: $XXXX**

Of course, I would be happy to share a post-event summary of key takeaways and learnings. I believe attending Enterprise World 2016 will bring tremendous value to our organization, and I look forward to your response and further discussion.

Sincerely,   
<Your Name>