Letter to Your leadership:

Subject line: A conference that can give us an AI edge: Informatica World, May 20-23, 2024

Hi, [Name],

[Informatica World](https://www.informaticaworld.com/)— Informatica’s annual user conference — is taking place May 20-23, 2024, in Las Vegas and I’d like your approval to attend. Aside from engaging with the Informatica community of experts, I can learn about market trends in AI and cloud data management and get hands-on training to help us improve our data strategy.

The focus on data and AI, as well as technical deep dives and interactive roundtable discussions, will arm me with skills that I can bring back to our team. I’m also confident it will help us better leverage our investment in existing Informatica solutions.

Here’s an approximate breakdown of conference costs:

* Airfare: $ xxx
* Transportation (between airport and hotel): $20
* Hotel - 4 nights at an average rate of $237 per night + tax and resort fee
* Meals (lunch/receptions are included in the conference fee): $0
* Registration Fee: $1,795 before March 29 - $1,995 after March 29

**Total: $ X,X**

I believe the value I will get out of this experience will be more than worth the investment. Looking forward to your reply.

Regards,