**2025 Unanet Champions Conference**

Dear [Manager’s Name] 

I'm writing to request your approval to attend 2025 Unanet Champions Conference, happening April 29-May 2 in Atlanta, GA. Champions Conference brings together industry leaders and fellow Unanet customers to share ideas, learn new skills, and build relationships with others facing similar challenges to ours. These insights will empower [team/company/me] to maximize our investment and improve our day-to-day use of [Unanet solution].

By attending this event, I will have the opportunity to:

* Enhance my skills and earn 6 [NASBA or SMPS] CPE credits through a six-hour pre-conference training session, enabling me to streamline our processes and improve our team's performance.
* Earn up to 12 [NASBA or SMPS] CPE credits attending breakout sessions to gather practical takeaways, which I will implement to increase our efficiency and product effectiveness.
* Learn from industry-specific keynote sessions to gain insights into the latest trends, applying this knowledge to keep us competitive and adaptable to changes.
* Consult one-on-one with Unanet experts, using their guidance to address our challenges and optimize our use of Unanet products.
* Network with peers and industry leaders to foster collaboration, leading to partnerships and sharing best practices that will advance our projects.
* Discover new integrations and solutions, leveraging these insights to refine our processes and develop innovative approaches to meet our goals.

For your convenience, I have included an estimate of the cost to attend.

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| Main Conference Registration | [$2,049], cost increases to $2,249 starting Jan 18 |
| Pre-Conference Training | [$1,049] |
| Airfare and travel | [insert estimated cost here] |
| Hotel accommodation x 3 or 4 nights | [$245 per night plus tax and fees] |
| Approximate total | [insert estimated total here] |

Upon my return, I will compile a report detailing the key takeaways from the conference, along with recommendations we can consider implementing based on the strategies and successes of other Unanet customers.  

Thank you for taking the time to consider my request. I look forward to your reply.

Regards,  
  
[Your Name]