

Subject: Professional Development Opportunity

[Name],

I've come across a unique and enriching professional development opportunity. I'm writing to ask for approval to attend The National Urban League's *Save Our Cities: Powering the Digital Revolution* conference, a premier convening of notable public figures and industry experts, being held August 1-4 in Columbus, OH.

In attending this conference, I will have the opportunity to learn more about upcoming industry shifts and how the convergence of differing sectors online can benefit business objectives. This event offers up a prime opportunity to discover new strategies and tactics for success.

Below are additional benefits for consideration to review:

- The largest conference of its kind, with a grand total of 20,575 attendees last year, this conference offers a robust four-day, power-packed schedule of events.
- An exploration of the digital landscape and thought-provoking discussions around how this new frontier intersects across industries.
- A mix of large scale and small-scale activations centered around enterprising workshops, leadership development, soft and hard skill training, networking events, luncheons, receptions and more.
- Highlights include, but are not limited to, informative sessions that experience varying disciplines such as: The Young Professionals Summit; A Youth Leadership Summit; A Tech Connect & Hackathon, The Small Business Matters Summit.

Breakdown of the conference costs:

Airfare:	\$ X
Ground:	\$ X
Hotel:	\$ X
Registration:	\$ X

Total: \$ X

Thank you for your consideration, and I hope to reconnect soon. For additional info, please visit NUL.org.

Thank you,
[NAME],