Wireless LAN Professionals Conference Proposal

To:

From:

Re: Approval for Wireless LAN Professionals Conference Attendance

I am writing to request your approval to attend the WLAN Professionals Conference, February 20 - 22 in Phoenix, Arizona.

The Wireless LAN Professionals Conference (WLPC) is considered one of the world’s best gatherings for the education and inspiration and networking of wireless LAN professionals. WLPC’s on-site training through a variety of lectures, labs, discussions, and one on one engagement offers more than 30 hours for professionals, such as myself, to build my skills, knowledge base, and key relationships to help our company remain on the cutting edge of what’s happening in this growing and dynamic industry.

By attending The WLPC, I can gain the training and education in only three days that would otherwise require multiple courses and sessions throughout the year.

I will walk away with real world implementation and testing strategies that can benefit both our company and our customers. I will literally be face to face with the best in the industry.

If you’d like more information about The WLPC Live, you can find it at [www.thewlpc.com](http://www.thewlpc.com) or I’d be glad to answer any questions. The conference fee is $2,250 for the standard conference. This covers 3 nights of hotel accommodation, breakfast and lunch during the conference, as well as several informal networking opportunities.

Thank you for considering my request. I look forward to your reply

Regards,