Dear [Supervisor’s Name],

I would like to attend CoreLogic’s annual client conference, CoreConnect, on July 23-25, 2023 in Rancho Palos Verdes, CA. This is one of the most important events in the country for housing industry professionals and is focused on providing valuable insight into current research, trends and innovations across the ecosystem. It’s a pivotal time for the industry and the market is poised for growth and transformation at an unprecedented rate.

CoreConnect is a great opportunity to learn from world-renowned thought leaders through intimate panel discussions and detailed presentations on topics shighlighting the latest advances that will guide our growth strategy in this critical stage. With multiple tracks of programming, I will be able to attend sessions that are directly applicable to improving my performance and making practical recommendations on driving new revenue.

To ensure that we stay at the cutting edge of the industry, I think it’s essential for us to hear from other successful businesses and apply their experience to our operations. CoreConnect will allow me to learn and discuss ideas to improve technology, extend capabilities and drive more productivity. Here are three of our projects that I believe will benefit most:

·   [Insert Project]

·   [Insert Project]

·   [Insert Project]

With an expected attendance of over 250 industry leaders, CoreConnect is also a unique opportunity to meet and engage with our peers, expanding our network and raising the company’s profile in the marketplace.

Here is an approximate breakdown of the cost of attendance:

·   Airfare: [Insert Estimate]

·   Ground Transportation: [Insert Estimate]

·   Hotel (Discount Rate of $XXX per Night for 3 Nights): $XXX

·   Registration Fee: $XXX

Total: [Insert Total]

This conference should yield a great ROI. Upon my return, I will deliver a report including an executive summary, major takeaways and an action plan of steps we can take immediately to impact our bottom line. Before I leave, I would like to sit down with you to make sure that my strategy for the conference aligns with your goals.

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

Regards,