

Dear **[Decision Maker]**,

I am requesting your approval to attend EnergySec's 20th Annual Security & Compliance Summit which takes place July 28-30, 2025, in Anaheim, CA.

This conference has a proven track record of bringing industry experts from cybersecurity, compliance, and vendor representatives together to teach, discuss, and analyze the very sector our organization supports.

If I attend, I will learn about critical infrastructure cybersecurity topics I can apply in my daily work to bring improvements to our organization's operations. The conference also includes networking opportunities where I can learn from and share my expertise with other industry peers while building relationships and contacts with other practitioners.

This year's summit includes:

- A full day of topic-specific learning sessions and in-depth discussion.
- Two full days of learning through industry-specific presentation sessions.
- Multiple networking opportunities throughout the event.
- Opportunities to evaluate the latest security solutions specific to the electric sector.

The approximate investment for my attendance:

- Conference Fee: \$1095 (NOTE: there is a 30% discount if our company is a member)
- Roundtrip airfare: [xxxx]
- Hotel (__ nights at \$339 night): []
- Transportation: [xxxx]
- Meals (note that some meals are included in the conference fee): [xxxx]

The total costs associated with attending this conference are [xxxx].

Benefits to [Your Company]

Attendance at the EnergySec Security & Compliance Summit will provide several benefits. The educational training can help our **[security OR compliance OR security and compliance]** efforts be more effective. Additionally, I will receive 20 CPEs (Continuing Professional Education) credits to ensure my certifications stay current and relevant to the role I have.

I will provide a written summary of how the information learned at the conference can benefit **[Your Company]**.

Thank you for your consideration, and I would be happy to answer any further questions you have about why attending the EnergySec Security & Compliance Summit will benefit the company.

Sincerely,

[Signature]