**Request to Attend O'Reilly Security Conference 2017 in New York**

Dear [Approving Manager],

I am writing to request your approval to attend the [O'Reilly Security Conference](https://conferences.oreilly.com/security/sec-ny), taking place October 29-November 1 in New York. This is one of the few training events that focuses exclusively on defensive security practices. It covers real-world skills, tools, and strategies that we can use to protect our company and customers. You can view the agenda here. <link>

At Security, I’ll find out how some of the world's most successful companies fend off targeted attacks, eject persistent intruders, and recover quickly and effectively from a breach—and how we can apply what they've learned to [our company]. I’ll learn how to implement the latest trends, best practices, and strategic thinking in infosec. And I’ll discover new approaches and useful tools, tips, and technologies that may help us become more efficient, more effective, and rely less on outsourced expertise.

Many of the presentations at Security are clearly aligned with our goals—or specifically address some of our biggest challenges. I plan to attend the following sessions and report back on my findings:

[List Titles of Sessions and/or Tutorials you plan to attend]

The Platinum and Gold passes <link> include access to a rich variety of in-depth learning opportunities, sessions, and keynotes, as well as networking activities, receptions, and the Sponsor Pavilion. The Video Compilation that I can review with others and the 90-day [Safari](https://www.safaribooksonline.com/) membership included in the pass will provide additional learning resources even after the conference ends.

I plan to return with both valuable and actionable insight on how to implement pragmatic defensive advice to our business. I would appreciate your approval as soon as possible in order to maximize both conference and travel discounts.

Sincerely,

[Name]

[Title]