**Request to Attend OSCON 2019 in Portland**

Dear [Approving Manager],

I am writing to request your approval to attend OSCON, taking place July 15-18 in Portland, OR. This event is the single most important gathering of experts in open source, software development, and cloud technology. It covers all the skills, tools, and business strategies necessary to succeed with open source. You can view the agenda [here](https://conferences.oreilly.com/oscon/oscon-or/schedule/).

At OSCON, I'll find out how some of the world's most successful companies use open source tools—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 software development. 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 OSCON 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](https://conferences.oreilly.com/oscon/oscon-or/public/register) include access to a rich variety of in-depth learning opportunities, sessions, and keynotes, as well as networking activities, receptions, and the Expo Hall. The Video Compilation that I can review with others and the 90-day [O'Reilly online learning membership](https://www.oreilly.com/online-learning/individuals.html) 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 apply developments in open source technology to our business. I would appreciate your approval as soon as possible in order to maximize both conference and travel discounts.

Sincerely,

[Name]

[Title]