

[Copy and paste into your email, customize, and send to your manager]

Subject: Request to Attend Stibo Systems Connect 2026 in Austin, Texas

Hi [Manager's Name],

I would like to request your approval to attend **Stibo Systems Connect 2026**, taking place **September 28-30, 2026** in **Austin, Texas**.

This annual conference brings together data management professionals from around the world and provides direct access to:

- The latest innovations and best practices in **Master Data Management (MDM)**
- **Stibo Systems' product roadmap** and upcoming platform capabilities
- Real-world **customer case studies** demonstrating how MDM drives operational efficiency, revenue growth, stronger customer and supplier relationships, and more informed decision-making

Attending Connect 2026 will give me actionable insights directly applicable to our work. In particular, it aligns with several of our current priorities:

- [Insert relevant project or strategic priority]
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Beyond the formal sessions, the conference offers valuable opportunities to connect with peers, industry experts, and Stibo Systems product specialists. These are all conversations that can support both ongoing troubleshooting and longer-term innovation.

Registration includes two and a half days of educational programming, networking events, catered meals during the conference days, and post-event access to all session materials.

Below is an approximate cost estimate for the trip:

| Expense | Estimated Cost |
|--|----------------|
| Airfare | \$XXX |
| Local Transportation | \$XXX |
| Hotel <i>(3 nights at conference rate = \$889.05 at inclusive rate of \$296.35/night)</i> | \$XXX |
| Meals (travel days) | \$XXX |
| Registration Fee <i>(\$399 for super early bird through 5/15; \$799 for early bird through August 14; \$999 after August 14)</i> | \$399 |
| Total Estimated Cost | \$X,XXX |

I'm confident that attending Connect 2026 will deliver meaningful value in practical knowledge and professional connections that benefit our team.

Thank you for considering this request. I'm happy to discuss further or provide any additional information that would be helpful.

Best regards,
[Your Name]