Dear [Boss’ Name],

I recently received information on the [**Insurance Inspired 2023**](https://www.limra.com/en/events/conferences/2023/insurance-inspired-2023)being planned for this 26-27 July in Singapore, and would like to request your approval to register to attend.

The event is being organized by LIMRA, Asia Insurance Review and Asia Advisers Network, and it seems the agenda is very much in line with areas we are interested in staying competitive in, so I think it will be a unique opportunity to receive relevant research, best practices, and tactical advice from a variety of international industry experts. All of the conference presentations will encompass the theme of “**Forging Ahead in a Dynamic Digital Era**”, and planned discussion topics include:

* A Digital Outlook for Insurance and What It Means for Agents
* Building and Managing an Optimal Pipeline
* Perseverance and Resilience - Getting Ahead and Staying Ahead
* Going from Great to Exceptional
* Cross Selling and Upselling
* Managing the Media for Business Results
* Communication & Digital Tools for High Performance
* The Insurance Market Trends You Need to Know About
* How More Joy & Less Stress Lead to Optimal Performance
* Mindful Leadership in the Digital Age

As an attendee, I will have the ability to attend these presentations and others, along with interactive panel discussions and various networking opportunities. I will also receive access to copies of the presentations to refer back to after returning home, and would be happy to write a post-conference report detailing what I learned, to share those insights across our team and organization.

The early bird registration fee is US$800 if I register by 26 May, and:

1. there would be no other costs involved because the conference fee includes meals and materials.

**OR**

2) additional travel expenses would be approximately \_\_\_\_\_, based on the following expense breakdown:

Airfare \_\_\_\_\_\_\_\_\_\_\_\_

Transportation \_\_\_\_\_\_\_\_\_\_\_\_

Hotel \_\_\_\_\_\_\_\_\_\_\_\_

Meals \_\_\_\_\_\_\_\_\_\_\_\_

I really believe the agenda content, combined with the opportunity to network and learn from other attendees with similar responsibilities, will be a great professional development opportunity and hope you will also see it as a worthwhile investment!

Thank you for your consideration, and please feel free to let me know if you have any questions or require more details before making a decision on whether to approve this request.

Sincerely,

[Your Name]

PS: You can visit [www.limra.com/insuranceinspired23](http://www.limra.com/insuranceinspired23) to read more about the conference before making a decision!