Dear ….

I have identified the North America Artifax User Summit as being a great opportunity for my professional development, both for my personal role and also as a benefit to our organization.

I would really appreciate your support to obtain the budget to attend:

The North America Artifax User Summit is from Thursday 5th October 2023, through to Friday 6th October 2023, being held at Ontario Heritage Centre, in Toronto.

Artifax is expecting up to 35 delegates giving me the opportunity to:

1. Network with other venues and discuss and share best practices across our specialisms.
2. Meet with staff from Artifax and offer my thoughts and those of our organization into their product development, to benefit us all down the line.
3. Attend sessions led by colleagues from across the sector, as well as sector experts, learning about new ways of working, helping us to solve problems and working with other colleagues to find ways to make efficiencies and improve our internal communication.

Some of the sessions planned will help us to work better with the areas of the system we use, along with helping us to understand how we can better utilize other areas of the system. This will advance my skills and knowledge and help me be more proficient in my role.

The full investment cost of the summit is US $495 per person from venue, although if we send more than one staff member we can get a 20% discount on each ticket by using their coupon code MULTISUMMIT.

The overall costs, per person would be:

Summit Fee (includes 2 nights hotel accommodation, and all food during the duration of the summit): xxxxx

Transport costs: xxxxx

The total costs associated with attending this summit are: xxxxx

I genuinely believe that the organization will benefit from my attendance at the North America Artifax User Summit, which will improve the benefits of using the system and help us to provide a better service to our audience. On return from the summit, I would be happy to present a short workshop covering the learnings and recommendations gained at the summit.