To: Name

From: Name

Re: **Unanet 2026 Champions Conference Proposal**

Dear [Name],

I am seeking your approval to attend the 2026 Unanet Champions Conference, taking place April 20-23 in San Diego, CA. Champions Conference brings together industry leaders and fellow Unanet users to share ideas, learn new skills, and network with others facing similar challenges to ours. These insights will empower [team/company/me] to maximize our investment and improve our day-to-day use of [Unanet solution].

By attending this event, I will have the opportunity to:

* Enhance my skills and earn 6 [NASBA or SMPS] CPE credits through a six-hour pre-conference training session, enabling me to streamline our processes and improve our team's performance.
* Earn up to 12 [NASBA or SMPS] CPE credits attending breakout sessions to gather practical takeaways, which I will implement to increase our efficiency and product effectiveness.
* Learn from industry-specific keynote sessions to gain insights into the latest trends, applying this knowledge to keep us competitive and adaptable to changes.
* Consult one-on-one with Unanet experts, using their guidance to address our challenges and optimize our use of Unanet products.
* Network with peers and industry leaders to foster collaboration, leading to partnerships and sharing best practices that will advance our projects.
* Discover new integrations and solutions, leveraging these insights to refine our processes and develop innovative approaches to meet our goals.

For your convenience, I have included an estimate of the cost to attend.

|  |  |
| --- | --- |
| Main Conference Registration | [Price], cost increases to [Price] starting [Date] |
| Pre-Conference Training | [$1,299] |
| Airfare and travel | [insert estimated cost here] |
| Hotel accommodation x 3 or 4 nights | [$349 per night plus tax and fees] |
| Approximate total | [insert estimated total here] |

Upon my return, I will provide a detailed report summarizing key takeaways and actionable recommendations to ensure we fully leverage the insights gained.

Thank you for considering this request. I am confident the knowledge and connections gained will deliver significant value to [team/company].

Best regards,

[Your Name]