

Hello [Name],

I'm requesting your approval to attend this year's [Workday Rising EMEA](#), which takes place on 17–19 November at Fira Gran Via Nord, Barcelona. This year's event focuses on how superintelligence moves organisations from potential to performance. My goal is to develop new strategies for putting AI agents to work across our business to drive real outcomes.

**Key value:**

- **Immediate ROI:** 98% of attendees gain valuable knowledge to take back to their organisations
- **Direct access to Workday product experts:** I can troubleshoot our current challenges and learn strategies from peers facing similar hurdles
- **Strategic focus:** I plan to focus on solutions for:
  - [Project 1]
  - [Project 2]

Attending Workday Rising EMEA will allow me to connect with the whole customer community while learning about the latest innovation from Workday. I'd love to collaborate with other customers, meet one-on-one with industry and product experts and boost my professional development.

Workday Rising EMEA also offers group discounts if we want to send our team.

Here's a breakdown of my approximate conference costs based on flying into Barcelona, including a special discount of **€200 off the regular conference pass for Early Bird registration**:

Item	Early Bird (Until 4 Aug 16:59 BST)	Regular (From 17:00 BST 4 Aug)
Registration fee	€1,795 +VAT	€1,995 +VAT
Workday Pro Certification Exam (per exam)	€99	€99
Average airfare	€450	€450

Transport: A round-trip taxi from the airport to Fira Gran Via Nord and adjacent hotels from the airport	€95	€95
Hotel: Three nights at €350	€1,050	€1,050
Meals/expenses: Breakfast and lunch provided daily, along with two dinner events provided, three days at €80.	€240	€240
<b>TOTAL</b>	<b>€3,729</b>	<b>€3,929</b>

*\*prices will vary depending on hotels and airport chosen*

I'm confident that Workday Rising EMEA will benefit our organisation, team and me, especially with the conversations we're having around AI this year. After the event, I'll summarise what I've learned and share next steps with key stakeholders throughout the company.

Thanks in advance for considering my request.

[Signature]