**Subject: Request for Approval to attend 3DEXPERIENCE World 2024 in Dallas, TX**

Dear [Manager’s Name]:

I wanted to share a valuable opportunity that will be coming up - **3D**EXPERIENCE World 2024, which is being held February 11-14, 2024 in Dallas, Texas. I believe attending this event will not only enhance my professional growth, but also contribute significantly to our team’s success.

**The benefits of attending 3DEXPERIENCE World**

**3D**EXPERIENCE World 2024 offers a wide range of benefits, including more than 320 hands-on technical training sessions and 30 meet-up sessions, demos, and discussions on newly released products, as well as opportunities to earn free certifications. Additionally, I’ll have access to keynote speeches from industry leaders and innovators, making it a valuable opportunity to learn and grow.

**Training opportunities that align with my role include:** (select relevant):

* Design/Engineering
* Cloud technologies
* CAD Management
* Data/Project Management
* Simulation
* Manufacturing
* ERP tools (DELMIAWorks)
* Architecture, Engineering, and Construction (AEC)
* Education & Research

By attending this event, I hope to expand my skillset and increase my daily productivity. I also look forward to interacting with SOLIDWORKS and **3D**EXPERIENCE Works experts and leaders, allowing me to gain insight and ideas that can be applied to our projects and workflows.

The reduced registration fee this year, along with the option to add meals to my conference plan, makes this a cost-effective investment with a potential for immediate ROI.

Here is an estimated breakdown of the costs associated with my attendance:

General admission $x

Meal Plan $X

VIP Upgrade $X

Hotel $X

Travel Expenses $X

TOTAL $X

Attending **3D**EXPERIENCE World 2024 will help me expand my skills and contribute more effectively to our organization's success. Please feel free to reach out if you have any questions or require additional information about the conference.

Thank you for your time and support,

[Employee Name]