Hello [Decision Maker],

Re: Request to Attend Hiring Success EU - Amsterdam

I’d like to request your approval to attend Hiring Success EU - Amsterdam, September 10-11, 2019, where Talent Acquisition (TA) thought leaders from around the world come together to **innovate and define the future of recruiting**. It’s a great opportunity to network with 350 global TA leaders, learn from their experiences, and ensure we are getting the most out of our investment in the SmartRecruiters platform.

I plan on spending my time identifying solutions and best practices to help drive the following initiatives:

• [add project or initiative]

• [add project or initiative]

• [add project or initiative]

Hiring Success EU is packed with two days of learning, including:

* More than 30 interactive sessions with peers based on role-specific content
* Hands-on workshops to problem solve with peers on common TA challenges
* Best practices, case studies and networking with fellow SmartRecruiters customers/TA leaders
* Recruiting technology and services partner expo to research and evaluate for our business
* SmartRecruiters certification event to help us use the suite in the best way
* Smart Lab with free professional services consultations

**Here’s the approximate cost breakdown:**

|  |  |
| --- | --- |
| Airfare: |  XX€ |
| Transportation: (round trip taxi from airport to hotel) | 50€ |
| Hotel: (3 nights at 250€) | 750€ |
| Conference registration (early bird price): | 300€ |
| Training/Certification Fee (optional): | 295€ |
| Total: | **XXX**€ |

I am confident that my time at Hiring Success EU will help us drive better productivity and results for the team to meet our hiring goals this year. You can view the conference website for more info: <https://www.smartrecruiters.com/hiring-success/europe/>.

I’d like to register before prices increase. Thank you for your consideration.

Regards,

[Name]