Date

Dear Supervisor,

I would like to attend the IAPP ANZ Summit 2023 conference in Sydney this November, hosted by the International Association of Privacy Professionals.

The Summit draws the top minds in Australia and New Zealand data protection. It provides expert education, thought-provoking discussion, and excellent opportunities to make connections in the data protection community. My attendance at ANZ Summit 2023 will benefit our business by:

* **Keeping us prepared for current and future privacy challenges.** Sessions on the leading issues in data protection will expose me to best practices and emerging trends in the industry.
* **Making valuable connections.** The conference offers numerous opportunities for connecting with and learning from peers who are handling data protection issues similar to ours.
* **Learning new skills and sharing them with co-workers.** I will be able to bring back what I learn and educate others in my department and throughout the company.
* **Implementing new knowledge and skills within the company.** I hope to focus on finding solutions that could benefit these projects: [add project or initiative], [add project or initiative] and [add project or initiative].

After reviewing the conference agenda, I have identified several sessions that will help me gain a deeper understanding of how we can improve our data protection practices, including:

* [Add session]
* [Add session]
* [Add session]

Provided I register by 11 August, I can take advantage of the early bird registration rate, which offers a AUD150 discount.

After attending ANZ Summit 2023, I will gladly share relevant information with my co-workers and key personnel throughout the enterprise. I will also work with you directly, as well as our department, to discuss how we can implement the best practices, skills and ideas I gather.

Thank you for considering my request. I look forward to your reply.

Regards,

[Your Name]