

Copy and paste the information below and share with your manager!

## AIME 2024

### Convince Your Boss Letter

Dear <Insert Manager's Name>:

I'm writing to request your approval to attend [AIME 2024](#). The Asia Pacific's leading trade event for the MICE industry will take place at the Melbourne Convention & Exhibition Center from September 19-21 Feb and I think it could be an amazing learning and growth opportunity for me.

Why AIME? It's the ultimate event to meet and learn from the brightest minds in the business events industry. AIME is a unique opportunity for me to learn new tactics, grow my network, and unlock new potential when it comes to my personal development with:

- Expert-led sessions that will provide key insights and trends crucial to my work and beyond. I'll walk away from AIME with new tactics that I can immediately put to use.
- An inspiring lineup of speakers who will share their expertise and offer new perspectives to tackling work challenges
- A global and diverse community of attendees to build new relationships with. I'll be able to network with industry leaders and peers from a wide variety of companies and industries that can lead to new partnerships, collaborations, business opportunities, and more.

AIME unites thought leaders from over 30 countries across meetings, incentive travel and the conference and events sectors. I'll be able to choose my own learning path with purpose-driven sessions and connect with over 570 exhibitors aligned with our organisation's priorities.

**Here's the approximate breakdown of costs for me to attend:**

In-person passes General Admission	\$FREE
Networking Upgrade Package	\$470
Hotel:	\$<Insert Amount >
Other Travel Expenses:	\$< Insert Amount >
<b>Total:</b>	<b>\$&lt;Insert Total&gt;</b>

I hope you agree that this will be a great opportunity for me to bring back new ideas and methods that will ultimately benefit our organization. Upon my return, I'll be ready to share key takeaways, including practices we can start to implement immediately.

Thank you for your consideration!  
<Insert Name>