Hi (NAME),

In our efforts this year to accelerate our business through technology, I would like to request your approval to attend Oktane18, Okta’s annual customer conference, taking place May 22 – 24, 2018. This is the industry’s leading identity conference and a great opportunity to meet with thousands of other IT leaders.

Attending Oktane will allow me to get hands-on training, network with peers and professionals, and attend sessions where I will learn about best practices to help drive the following initiatives for our business:

• <initiative 1>

• <initiative 2>

• <initiative 3>

Below are a few highlights of the event:

* **Deep-dive breakout sessions:** Over [50 break-out sessions](https://www.okta.com/oktane18/agenda/) across seven tracks covering the latest in access management, application integrations, lifecycle management, security, customer identity, building a digital business, and customer success tips and tricks. These sessions feature both our peers, Okta experts, and industry thought leaders.
* **Training with hands-on labs:** The hands-on labs from Okta’s Training experts across several topics will allow me to walk away with new, concrete skills for our organization.
* **Networking with industry experts:** I will have the opportunity to hear from thought-leaders and customers during inspiring keynotes and super sessions. The conference also offers an expert bar with their customer success team, and I can network with my peers during Birds of a Feather networking lunches.
* **Evaluate solution providers:** This is a great opportunity to meet with multiple leading solution providers including Box, Slack, Zoom, Sailpoint, and Ringcentral. With dozens of sponsors and exhibitors, I can stay informed allowing for more productive purchase decisions for our team.

Here’s an outline of the expected investment:

**Travel & Hotel**

Airfare to Las Vegas $ ---

Transportation (to/from airport/hotel) $ 45

Hotel ($190 /night + Resort Fee + Tax x 2) $ 478

**Event**

Conference registration (Early Bird expires 3/31) $795 (regular price $1,095)

**Total: $ -,---**

I am confident that my time at Oktane18, the industry’s leading identity conference, will help us drive more efficiency across our organization. Let me know if there is anything specifically that you’d like for me to focus on at the event.

Below are some quotes from past attendees:

*“I recommend Oktane because it is the best way to network with the Okta community and see how everyone is solving similar problems differently so you can determine the best way to solve your problems" - Tim Luke, PetSmart*

*“Oktane gave us the information, tools, and motivation to continue to drive our company’s adoption of automated, scalable practices in regards to identity access management.” – Derek Martin, IT Manager, Workiva*

NAME