

**Subject:** Request for Approval to Attend MINT UCON 2025

Dear [FirstName],

I hope this email finds you well. I am reaching out to request approval to attend **MINT UCON 2025**, taking place November 17-21, 2025 at the Hyatt Regency in Orlando, Florida. This semi-annual user conference is a key event for MINT Training Management System users, offering **valuable training, strategic insights, and networking opportunities** that would directly benefit our team and company.

Attending this event would provide me with:

- **Free, expert-led training (valued at €2,100 per trainee):** Hands-on sessions to deepen my expertise in MINT, ensuring we maximize its capabilities.
- **Roadmap insights:** A first look at MINT's planned developments, allowing us to prepare for upcoming features and improvements.
- **Best practices and benchmarking:** Learning from other companies' experiences with MINT to refine our internal processes.
- **Direct access to MINT experts and leadership:** The chance to discuss our specific challenges and receive tailored advice from MINT's developers, product managers, and power users.
- **Networking opportunities:** Connecting with industry peers to share ideas, solutions, and innovations in training management.

By attending, I can bring back **actionable insights and best practices** to optimize our use of MINT, improving efficiency and ensuring we stay ahead of industry trends. The conference's free training alone represents significant savings compared to arranging similar education independently.

I would appreciate the opportunity to discuss this request further, including potential travel costs and how I can share key takeaways with our team upon my return. Please let me know a convenient time to meet and explore this opportunity.

Thank you for your time and consideration. I look forward to your support in making this a valuable investment for our team.

Best regards,

[Your Name]