

## Justification Letter

*Trying to convince your manager to let you attend the event? We have created a customizable template you can use to prove the value of attending.*

Dear [your manager's name],

I would like your permission to attend one of the largest and most influential cloud computing conferences in the region, the AWS Bahrain Summit taking place at the Ritz Carlton in Manama on Sunday September 30, 2018. Event registration is complimentary and my attendance will be beneficial for both my personal growth and our company's cloud knowledge, as it will allow us to:

- Learn more about core AWS services
- Be the first to hear about new AWS products and features
- Get educated on technical best practices with 13 breakout sessions on topics such as data migration, security, AI and Machine Learning, serverless & containerisation, data & analytics and more
- Find answers to our development questions and learn technical tips and tricks from AWS architects, engineers, product leads, and expert users

Below is an estimated breakdown of costs:

Airfare estimate:

Hotel & transfer:

Total investment:

After the AWS Summit, I will circulate a report that will include a summary of my learnings plus a set of recommendations to increase our team's productivity and maximize our cloud investment.

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

[your name]