

[Insert Date]

Dear [Immediate Supervisor/Manager],

I am requesting your approval and financial support to attend the 2023 MDRT EDGE. I believe my participation in this event will directly enhance my business and increase revenue for our organization. I will exchange ideas with U.S. and Canadian MDRT members, attend hands-on Workshops, participate in Peer Group discussions, and discover new tools and solutions to increase production.

The 2023 MDRT EDGE takes place November 1–3 at the Hilton Orlando in Orlando, Florida, USA. Registration for the meeting includes 2½ days of top-tier value. This will allow me to pause my day-to-day responsibilities and think strategically as I create a detailed business plan for 2024. I will absorb valuable knowledge surrounding topics such as advising clients, practice management, marketing and work-life balance.

I plan to attend the following sessions to strengthen my professional skills: **[Go to edge.mdr.org/speaker-sessions to determine which sessions you would like to attend. Note below and add a separate page, if necessary, to describe how they will benefit you, your team and your organization.]**

I plan to network with the following speakers and other attendees who I believe can help me and our organization: **[Go to edge.mdr.org/speaker-sessions to see speakers you plan to talk with; you also can provide names of other attendees you plan to network with.]**

I have no doubt that this investment will immediately impact my business in a positive way. Upon my return, I will provide a summary of key takeaways and tactics I plan to utilize to grow as a valuable team member within our organization. I am happy to share the notes from my EDGE Workbook, session handouts and my experiences within our team as well.

I would appreciate your approval of this request and will work to ensure we obtain the full value of this extraordinary networking and business-building opportunity.

Registration for the event is USD 995 through September 4, 2023, at which time it will increase to USD 1,095 through October 4, 2023.

Sincerely,

[Your Name]