



Dear < approver's name > ,

I would like to attend the INACSL25 conference, taking place June 19-22, 2025, in Denver, CO. This conference and exhibition experience is the premier educational event for simulationists and is an opportunity for me to attend a wide variety of educational sessions that are directly applicable to my work, and to network and connect with a variety of experts and colleagues from across the country.

Presentation topics range from < list relative topic > to < list another relative topic >, and I am confident that the education and skills that I gain will be directly applicable to my work.

In order to attend the conference and gain these benefits, I am seeking sponsorship of < total amount you need > for registration expenses:

The opportunity for me to develop a network of contacts and to gain knowledge in specific areas makes my attendance at INACSL25 a wise investment that will benefit our organization as we look toward to future of patient safety. Please let me know if you have any questions, or would like more information.

Sincerely,

< your name here >