Dear [*supervisor’s name*],

Our organization has big goals this year, and I’m excited to help us not only achieve – but exceed – those goals. To sharpen my professional skillset, I’d like your approval to attend isolved’s People Hero Tour that takes place in [*city*] on [*date*].

The event is a collaborative learning experience designed to improve my knowledge of the industry and understanding of the isolved People Cloud platform we use every day to manage our workforce. I’ll have the chance meet with isolved’s leadership, product, and customer success teams to ask questions and get valuable technology tips. Additionally, I’ll be able to network and share best practices with other customers during the event’s collaborative table topics lunch.

Here are other highlights I’m looking forward to:

* Insightful presentations covering HR, payroll and benefits trends
* Hearing how other customers energize their talent with isolved
* Reviewing isolved’s product roadmap and planned investments
* Getting access to isolved’s carefully curated resource library
* Seeing a demonstration of isolved People Cloud in person
* Boosting my skillset by earning 3 SHRM CE credits for attending

Here are the details of the event:

* People Heroes Tour registration: Free
* Day: [*event date*]
* Time: [*event time*]
* Location: [*city, state*]

I can’t wait to bring back insights to help our organization achieve better business outcomes this year! To learn more, visit [isolvedhcm.com/events-center](https://www.isolvedhcm.com/events-center).   
  
Thank you for your consideration and I look forward to discussing this further.

Best,

[*signature*]