**Re: Approval to Attend the Annual Exabeam User Conference – Spotlight18**

Dear [Manager],

I would like to request approval to attend **Spotlight18**, the Annual Exabeam User Conference on September 12-13.

Spotlight18 offers two days of comprehensive educational sessions from experienced industry practitioners and is a must-attend for security professionals looking to acquire cutting-edge security knowledge and develop advanced skills.

By attending Spotlight18, I’ll receive:

* **Over 12 hours of technical workshops and product how-to’s:** The 2-day conference offers educational content addressing topics such as:
  + *How to hunt for insider threats*
  + *Hands on training on how to make the SOC more efficient with Advanced Analytics*
  + *How to build incident response playbooks*
  + *How to get the most out of Exabeam*
* **Insights from peers**: I’ll also have the chance to learn from security practitioners from **Delta, Cleveland Clinic, Fifth Third Bank, Paychex,** and others.
* **Access to exclusive content:** I will get access to sessions not offered via Exabeam Training Services.
* **Networking**: I will have an opportunity to connect with other attendees and hear Exabeam partners and practitioners talk about new ways to approach security analytics
* **Complimentary show passes** for up to two analysts or practitioners per Exabeam customer, so we will only have to cover travel. Meals are included.

By attending Spotlight18, I’ll become a more valuable asset to our organization, and better leverage the Exabeam platform to yield a greater ROI. I believe it is a wise and worthwhile investment that will positively impact the organization. I would greatly appreciate your approval.

<Optional>

When I return from Spotlight18, I’m happy to provide a report of my key takeaways, useful vendor information, new contacts made and recommended actions for implementing new ideas that will benefit our team. I will also make any conference materials available to my colleagues.

If you’d like more information about Spotlight, check out <https://www.exabeam.com/spotlight/>

Thank you for considering this request. I look forward to your reply.

Regards,