**Justification Email: Attending Digital Workplace Experience 2020 (DWX20)**

**(tailor to fit your situation)**

To: <Insert Manager or Supervisor Name>

Subject: **Attending Digital Workplace Experience 2020**

CMSWire, the most respected industry resource for digital workplace leaders, is hosting their annual Digital Workplace Experience (#DWX20) 2020 conference from October 13-14, 2020 in Huntington Beach, CA (or remotely with the Digital Pass) and I would like to get your approval to participate. As we grow this organization, it is important that we continue to understand how to improve and streamline our internal processes and refine the tools that will help us succeed.

At DWX, I’ll be able to choose from over 30 sessions, experience live tours and watch real-time digital workplace demos hosted by industry leaders and analysts covering topics from intelligent workplaces to change management.

For example, I plan to focus on:

* < Product or technology supporting (name the project) >
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In addition to attending these sessions, I’ll have the opportunity to network and brainstorm with leading developers, experts, and peer professionals to learn new strategies and skills to help innovate and improve our digital workplace.

This is the approximate cost of my attending Digital Workplace Experience:

Airfare:            $

Hotel: $

Meals: $

Registration: $      (All-Access Conference Pass or Digital Pass)

Other expenses: $

Total cost: $

Attending DWX will provide us the tools to jump into the next generation of digital workplaces. Please let me know if you have any questions, and thanks in advance for your support.

<name>