Dear **<Supervisor’s Name>**

I would like to attend [**INFOCUS 20**](https://questoraclecommunity.org/events/conferences/infocus/)**,** the largest deep-dive conference exclusively for JD Edwards users, being held online October 19th – 22nd.

Attending INFOCUS is a great opportunity to participate in education sessions that are directly applicable to my work on **<insert team priority/project>**. Plus, as a virtual conference, this year’s event allows for flexible learning, with mix and match programming that can easily fit into my work schedule, and immediate access to all session recordings for anything that I may miss. I’ll also have the chance to network with a variety of peers who face the same challenges, and experts who can offer solutions, including time- and money-saving tips and strategies to streamline processes and boost productivity.

I am seeking financial support for the registration fee associated with this event. Special all-digital pricing is being offered so it would be a great value for me to attend! Additionally, corporate passes are being offered, which would allow an ***unlimited*** number of people from our company to attend for a single price.

If I attend, I’ll have access to:

* 125+ education sessions selected by Quest’s JD Edwardscustomer committee members presented in flexible session formats including Quick Tips, TECH Talks, Live Demos, Expert Insights and more
* Keynote presentations from Oracle thought leaders, as well as announcements and roadmaps that are exclusive to INFOCUS 20 from Oracle experts and strategists and live demos at the Oracle virtual booth
* Hosted learning tracks – focus on a specific topic throughout the event via hot topic lounges, shared notebooks, Q&A sessions and chat threads hosted by knowledgeable product experts
* Plenty of networking opportunities – topic-specific take-away sessions, networking corners, special interest groups, hot topic lounges and more
* Discovery Expo - meet expert solution providers and watch product demos
* Session recording access – catch all the content you missed – recordings, slide decks, and handouts

**REGISTRATION FEES**

* Quest Member
  + Early-Bird (through October 5th): $279
  + Regular: $469
  + Government: $349
  + ***Best Value!*** Corporate Pass (Unlimited # of employees): $1,600
* Non-Member
  + Early-Bird (through September 21st): $379
  + Regular: $629
  + Government: $449
  + ***Best Value!*** (Unlimited # of employees) Corporate Pass: $1,950

**OUR ROI**  
I’ll learn how to make the most of our current **JD Edwards** investment to increase our staff’s productivity and create ways to cut more overhead costs, as well as get a preview of how our organization can take advantage of the technology in the most recent release and upcoming feature releases. A few of the presentations that I plan to attend include: **<list a few sessions here>.**

I’ll also be able to build new business relationships and share best practices with other attendees working on the same priorities through networking time. This event also has an extensive number of case study presentations and roundtable discussions with other users. **<list a few sessions here>**  
  
Other staff members in our organization will be able to benefit if we take advantage of the Corporate Pass, or I will meet with the team when I return to relay recommendations and action items and circulate a detailed actionable Trip Report. I’ll also have full access to view all INFOCUS presentation slide decks upon return – perfect for reviewing key highlights with the team.

Please accept this proposal to attend as I’m confident in the significant return we will receive for the small investment.  
  
Thank you for your consideration.  
  
**<add standard close>**