**Subject:** Request for Approval to Attend TechXConf 2024

Dear [Manager's Name],

I hope this message finds you well. I am excited to inform you about the upcoming **TechXConf 2024**, which presents a fantastic opportunity to deepen our expertise in emerging technologies such as AI, Cloud Computing, and DevOps. I believe this event will significantly contribute to our current projects and help us stay ahead of industry trends.

**TechXConf 2024** is scheduled for **November 15-16, 2024**, at the **Chennai Trade Centre**, and it will be an in-person event. After a careful assessment, I am confident that attending this conference will greatly benefit our team.

Here are some key benefits I expect from attending the event:

* **Insights into the latest innovations** in AI, Cloud, and DevOps technologies.
* Exposure to **cutting-edge solutions** that can enhance our project efficiency.
* Access to **80+ technical sessions** led by industry experts and thought leaders.
* **Networking opportunities** with global professionals to exchange ideas and best practices.
* Engaging in **Q&A sessions** with leading experts in the field.

I believe that attending **TechXConf 2024** will not only elevate our team's knowledge but also directly impact the success of our projects.

Below is a breakdown of the estimated costs for attending:

* **Airfare**: ₹ XX (for attendees travelling from other cities).
* **Transportation**: Round-trip taxi from the airport to the hotel, estimated at ₹ XX.
* **Hotel Accommodation**: One-night stay, priced at ₹ 3000 (for out-of-town attendees).
* **Dining**: Two days at ₹ 500 per day, totaling ₹ 1000.
* **Conference Registration Fee**: ₹ 1499 (Limited Time Offer).
* **Total Estimated Cost**: ₹ XXX

For more information, please visit the official TechXConf 2024 website at [**https://techxconf.com**](https://techxconf.com).

To take advantage of the limited-time registration fee, I kindly request your approval to proceed with the conference pass purchase before the deadline. Your support in enhancing my professional growth would be greatly appreciated.

Thank you for considering my request. I eagerly await your response.

Warm regards,  
[Your Name]