Integreat London 2025 - Make the Case Letter

To share this with your manager, just copy and paste.

**Subject Line:** Request to attend Integreat 2025

Hi [First Name],

I’m requesting approval to attend Integreat London 2025, taking place on Tuesday 4th November. Integreat is an invaluable opportunity to explore how the latest AI technology, including AI agents, can help us solve our biggest challenges, increase productivity, and drive better results.

I’ll get access to hands-on training, product demos, breakout sessions and opportunities to network and connect with experts and peers.

The price to attend Integreat is free, and refreshments throughout the day are included. I estimate my travel costs to be £xx.

Attending Integreat London will significantly support these initiatives:

* *[add project or initiative here]*
* *[add project or initiative here]*

I’m confident the insights I gain will help drive meaningful improvements for our team and initiatives. If approved, I’ll share a proposed session schedule in advance and share a post-event recap with key takeaways and best practices.

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

Regards,

[Insert Name/Signature Here]