Request Approval to Attend Aline’s Innovation Summit

**Subject Line: Request to Attend the Aline Innovation Summit in April 2025**

Hi [[Manager’s Name]],

I’d love to discuss the opportunity to attend the Aline Innovation Summit, taking place in Nashville this April.

This event is designed for Aline customers, partners, industry professionals, and leaders to come together and explore the latest innovations, best practices, and strategies shaping senior living. As an attendee, I’d gain valuable insights into [insert some of your priorities, such as improving operations, driving innovation, and enhancing the resident experience.] I’m especially looking forward to having the opportunity to:

* Dive into hands-on workshops and training sessions that explore how to drive greater efficiency and ROI.
* Network with senior living industry leaders, peers, and Aline’s executive team to share ideas and learn from others’ successes.
* Discover practical insights and the latest innovations that directly support our initiatives to [insert your business goals].

**Here’s the approximate breakdown of costs for me to attend:**

In-person pass: $1,200

Hotel: $319 per night  
Other Travel Expenses: [[insert amount]]

**Total: [[insert amount]]**

Once I return, I’m happy to put together the top takeaways and strategies the entire team can immediately implement. I believe the knowledge and insights gained from attending the Aline Innovation Summit would directly contribute to the success of our ongoing and upcoming projects, especially as we work toward [specific business objectives].

Please let me know if we can discuss this further. Thank you for considering this request!

[[email signature]]