

Attend NRB 2024 Sample Letter

To:

From:

Subject: NRB 2024 Proposal

I write to request approval to attend the 2024 NRB International Christian Media Convention, NRB 2024, February 20-23, 2024, at the Gaylord Opryland Resort & Convention Center in Nashville, Tenn. NRB 2024 is the premiere venue for connecting with like-minded Christian communicators and organizations, connecting with decisionmakers in the field, and gaining industry insight and training specifically oriented to the needs and interests of Christian media.

The NRB Convention is the only event of its kind, focused solely on the field of Christian communications. It offers a comprehensive program of industry talks, workshops, and main stage sessions that are designed to sharpen skills and knowledge in our field. The convention also provides invaluable networking opportunities, allowing us to connect with peers from other organizations and establish meaningful contacts with industry leaders. As a dedicated member of **[Company Name]**, I believe that attending this convention will be a valuable opportunity for both personal and professional growth, and that my attendance will serve the interests of our company.

Here are some key points regarding my attendance at the NRB 2024 Convention:

1. **Professional Development:** I will have access to a wide range of sessions and workshops that will empower me with new insights and strategies relevant to our work at **[Company Name]**.
2. **Networking:** Attending this convention will enable me to expand my professional network, which could potentially lead to beneficial collaborations and partnerships for our organization.
3. **Knowledge Sharing:** I plan to bring back valuable knowledge and best practices that I can share with our team, contributing to our collective growth and success.
4. **Cost-Effective Opportunity:** The convention registration rates for this year are exceptionally competitive, making it a cost-effective investment for our organization.

Here's an approximate breakdown of conference costs:

- Registration = \$ _____ (Check nrbconvention.org for current pricing)
- Hotel = \$ _____
- Airfare \$ = _____
- Transportation to/from airport = _____
- Parking = _____
- Meals = _____

TOTAL = \$ _____

I am requesting your approval to attend the NRB 2024 Convention, as I believe that the benefits of this experience will not only enhance my professional development but also contribute to the growth and success of our organization. I am committed to representing **[Company Name]** in the best possible manner and returning with valuable insights that can benefit our team.