



## ACCELERATE INNOVATION

Thursday, October 24th and Friday, October 25th 2019  
Disney's Coronado Springs Resort, Orlando, FL

Dear [Insert Manager's Name],

I would like your approval to attend RadiusPoint's client event, Accelerate Innovation: RadiusPoint User & Training Conference. It takes place Thursday and Friday, October 24th-25th, 2019 in Orlando, FL. The conference will give me a chance to connect with professionals from all over and learn how to optimize our telecom, mobile, IT and utility expense management efforts as well as how to become energy efficient.

In addition, something that no other event is offering is to meet one-on-one with our RadiusPoint account team members and to participate in training and educational exercises with immersive breakout sessions. Just a few of this year's topics include:

<b>Telecom</b> <ul style="list-style-type: none"><li>• Wireline Inventory 101</li><li>• SD WAN - What is it and what it can do for you?</li><li>• How can SD WAN lower cost, while adding scalability, reliability and increase productivity? A Case Study.</li><li>• Creating an Inventory of your Circuits</li><li>• What is the value of adding a managed network service platform across the organization.</li><li>• How shared information across platforms will help reduce cost and help with management.</li><li>• Who manages Active Directory and Licensing? What we can do to help?</li></ul>	<b>Wireless</b> <ul style="list-style-type: none"><li>• Wireline Inventory 101</li><li>• Grading your Device – Do you have money sitting around in boxes? If you have your old devices sitting around, you do. Learn how to grade your device and how much money you can earn.</li><li>• Benefits of Recycling your Devices. – Become Environmentally friendly while making your company money.</li></ul>
<b>Utility</b> <ul style="list-style-type: none"><li>• Solar – will it save your company money – a Case Study</li><li>• What can an inventory tell you about your energy usage?</li><li>• Real time usage monitoring – how can it save you money?</li></ul>	<b>Technology/Equipment</b> <ul style="list-style-type: none"><li>• How much are you paying for onsite troubleshooting and cabling? We will outline a Case Study of a company that saved thousands monthly and received better service by changing their onsite technology provider.</li><li>• What your Repair Technicians are not telling you.</li><li>• How important is an inventory of your locations phone lines, circuits and equipment?</li></ul>



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Along with these educational exercises, hands on training with ExpenseLogic software will be offered. The 11 hours of training on ExpenseLogic alone is a value over **\$1,100.00**.

After reviewing the sessions and speakers, I've identified a number of opportunities and will be able to apply my learnings to ensure we're doing things as strategically as possible. Plus, I'll have the chance to meet with a number of technology and service providers who will be showcasing their solutions during the event. This means that I can come back with even more ideas of how we can be more efficient and effective. I've broken down the approximate cost of my attendance at Accelerate Innovation below:

- Airfare: \$ [insert your estimated airfare costs]
- Hotel: **\$220** Average nightly rate
- Conference: **\$400**, If you book by March 4th, you can receive an early bird discount of **\$315**  
Cost includes:
  - 2 full days of training on our software, ExpenseLogic
  - An hour session with members of their RadiusPoint account team
  - Opportunity to meet with industry experts on several technology and energy topics
  - Food & Beverage for both days
- Estimated Total: \$ [insert total amount of estimated costs]

I'd be happy to arrange for [colleague] to step in and cover [your tasks] and upon my return from Accelerate Innovation 2019, I will share key takeaways and insights including those that we can implement immediately. It seems that the opportunity to learn from the best in the industry makes this conference a wise investment and could add serious value to my role and the company.

Thank you for your consideration of this request. With your approval, I think we should attend and reap these benefits only offered at this event. RadiusPoint has a room block at Disney's Coronado Springs Resort at an average discounted rate of **\$220** per night, plus tax, so it would be great to book early. Therefore, I appreciate your immediate attention to my request.

Best Regards,

[Insert your signature]