**Subject Line**: Request approval to attend ODTUG Kscope25

Hello [approving authority],

Please approve my request to attend ODTUG Kscope25 June 15-19, 2025, in Grapevine, TX. This event is one of the largest Oracle technology conferences in the world. It attracts attendees and presenters from around the globe and allows direct contact with the Oracle product development teams.

If approved, this will be an opportunity to learn from the best technical minds in the Oracle industry. I’ll be able to bring back expanded product knowledge and enhanced tools and techniques for our daily work, which will help us fully leverage our Oracle investment and expertise. Technical sessions include the following topics: All about Performance, Architecture, Autonomous, Code in Core, Converged Database, DevOps, Integration and Moving Data, Security, and Tools.

ODTUG Kscope stands out above other Oracle conferences and training due to the following reasons:

* Non-stop learning with special educational formats
  + Full days of sessions, symposiums, and hands-on training—250+ total Oracle technical sessions with no extra charges
  + Lessons learned by other companies facing similar challenges
  + Unique learning formats that maximize education and training
  + Breakfasts, lunches, and networking events designed to help me reach Oracle experts who have answers to our challenges and questions
* Education to keep me knowledgeable for both today’s world and tomorrow’s
  + Foundational content to round out and refresh my core Database knowledge
  + Technical tips & tricks, intermediate and advanced technical content
  + Peripheral technologies like Docker, BI, Jet, JavaScript, JSON, Microservices, and REST API
  + Helpful information about cutting-edge technologies that are impacting Database, such as the new Autonomous Database, Machine Learning, Adaptive Intelligence, the Internet of Things, Chatbots, and Blockchain
* Networking opportunities to keep me connected to experienced customers and experts
  + Direct access to the Oracle Product Management and Development teams
  + Exposure to Oracle customers, all on different steps of their Database journey
  + Proximity to Oracle partner and vendor experts who can give guidance on current challenges and help me review design ideas and solutions
  + Lasting connections that I can leverage now and, in the future, to help us be successful

[OPTIONAL SECTION] In addition, I will be able to meet the best Database experts in various disciplines who can help me to solve the following project challenges with the most cost-efficient solution:

* [list project challenges]

ODTUG Kscope is very competitively priced compared to other conferences in our industry. The value of ODTUG Kscope is unsurpassed—technical training for a single Database discipline five-day class can run ~$4,000 for just registration fees. Considering that ODTUG Kscope never stops (breakfast meetings, lunch & learns, after-hours sessions, etc.), you get more for less than half of the price of a traditional training class. Plus, ODTUG Kscope delivers some of the best presenters from all over the world who live, eat, and breathe Database.

The estimated cost to attend ODTUG Kscope including registration, travel, and incidentals is $x,xxx.

Sincerely,

[Your Name]