



Dear < >

I am requesting funding to attend PWX 2019 in Seattle, Washington, September 8-11. This conference is expected to bring together more than 5,000 public works professionals and will feature more than 125 education sessions and 400 exhibits all related to public works.

The education sessions and exhibits focus on many of the key issues we are experiencing in our community and offer solutions that we are seeking including:

- New Funding Sources
- Asset Management
- Workforce Solutions
- Emerging Technologies
- Leadership and Management Skills
- Emergency Preparedness
- Sustainability Solutions
- Stormwater
- And much more..

I am particularly interested in attending the following sessions:

- 1)
- 2)
- 3)
- 4)
- 5)

I am confident that by attending this conference, we will easily be able to save our community money, increase productivity.

The full price for the conference is \$929 for members, but this can be reduced \$100 if I register by July 9. Below is the breakdown of all of the estimated costs for me to attend:

Registration	\$829
Roundtrip Air	\$350
Transportation	\$ 75
Hotel	\$900
Meals	\$225
Total	\$2379

With the great lineup of sessions and the large number of exhibits, I really feel our ROI for this conference will far exceed the \$2379 expense. Let me know if there is any further information I can provide to support this request.

Sincerely,
<Name>