**JUSTIFICATION LETTER**

Dear (Insert manager name here):

HxGN LIVE ([hxgnlive.com](http://hxgnlive.com/anaheim2017)) is Hexagon’s annual international conference that takes place 13-16 June 2017 in Las Vegas, Nevada, USA. Widely regarded as an industry leading forum for industrial and geospatial technologies, HxGN LIVE 2017 will present a community of Hexagon product experts who will share best practices, hands-on training, new innovations and much more. Therefore, I am writing to request your approval to attend as I am certain the knowledge I gain from participating in this conference will enable us to leverage our investment in Hexagon technologies.

In addition to the hundreds of technical, educational and hands-on workshops and keynotes with Hexagon customer and partner speakers, the conference offers the chance to problem solve with Hexagon employees and technology partners. The Zone, HxGN LIVE’s technology expo, will feature 50+ partners and is an ideal place to grasp new concepts to drive more productivity, not only enhancing my professional development, but maximising the return on our investment.

Here are a few ways we will benefit from my attendance:

* HxGN LIVE presentations and activities will address solutions to business and technology challenges facing our industry.
* This conference provides a unique opportunity to meet professionals, subject matter experts and Hexagon company partners, all of whom present the opportunity of establishing relationships that increase opportunities for our growth.
* I will receive first-hand information about future product roadmaps, which will help us be proactive in our plans to achieve a competitive edge.
* I can participate in exclusive hands-on sessions and demonstrations that are usually limited to product training courses, saving us time and money on separate training.
* I will network with other users and industry leaders; learn from their successes and best practices and benefit from their expertise in solving problems similar to ours.

When I return from HxGN LIVE, I will submit a post-conference report that will include an executive summary, major takeaways, tips and recommendations that will benefit our team. I will also share relevant information and make my conference materials available to my colleagues and key personnel throughout the company.

Thank you for considering my request. I look forward to your reply.

Sincerely,

(Insert your name here)