

Re: OneTrust - TrustWeek 2022 Conference Proposal

Hi (Decision Maker Name),

I'm seeking approval to attend OneTrust's annual conference TrustWeek in Atlanta on Date/s.

TrustWeek is OneTrust's annual conference focused on building trust. Now in its fifth year, TrustWeek will be coming to Atlanta to collaborate with hundreds of industry peers and learn operational tips on privacy, security, ethics & compliance, ESG, and trust. The event is eligible for up to **12 CPE credits** so I can maintain my **IAPP certifications**.

Below are a few key session topics that I believe will have a direct impact on my role.

- Session topic
- Session topic
- Session topic
- Session topic

The sessions and workshops offered at TrustWeek include industry experts sharing best practices, as well as highly practical sessions focusing on a technology platform for our program. The conference will enable me to hear from others using the tool, and I'll have the opportunity to have 1:1 focused meetings with OneTrust executive teams to discuss our program initiatives and get insight into their product roadmap.

In particular, I'd like to focus on finding solutions or best practices that could benefit these project areas:

- (add project or initiative)
- (add project or initiative)
- (add project or initiative)

Certification Workshops are also offered at TrustWeek where I will become OneTrust Certified upon completing the offered course and passing the at-home exam.

Here is an approximate breakdown of conference costs:

- Airfare: \$XXX
- Transportation (round-trip): \$XXX
- Hotel (\$XXX per night, plus tax): \$XXX

Registration Fee (Meals Included)

- One Day/Full-Access Pass \$350 / \$800
 - Access to all general sessions
- Certification Program \$100

Total: \$XXXX

To learn more, visit www.trustweek2022.com

Post-event, I can create a summary of the key-takeaways and industry solutions to share with you and relevant colleagues.

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

Regards,

(Your name)