Subject: Request to Attend the Perceptive Leaders and Effective Strategies Retreat for Organizational and Professional Development

Hello [Recipient's name],

I’m requesting approval to attend the Perceptive Leaders and Effective Strategies Retreat, November 14-16, 2024, in Lake Nebagamon, Wisconsin.

As you know, effective leadership benefits from continuous learning and development. Attending the Perceptive Leaders Retreat — an expertly designed and facilitated strategic planning opportunity that brings together professionals from diverse industries, roles and regions — would empower me to elevate my expertise and proficiency.

Here are some of the reasons I believe attending this event would be beneficial:

**Focus on Purpose:** The Retreat presents strategies to clarify purpose, mission, and vision to improve decision-making and the impact of employee efforts. Using a workshop model, each session offers actionable insights and strategies for creating accountability and making progress on complex and long-range goals.

**Focus on People:** Additionally, the Retreat shares techniques for focusing development to enhance workplace culture, employee experience and engagement, and manager and leader growth that I can apply to support productivity immediately.

**Personal Development and Immediate ROI:** The Retreat underscores strategic planning and intentional culture while aligning seamlessly with our company's emphasis on employee growth. By attending, I anticipate acquiring valuable tools and insights to sharpen my strengths and enhance my contribution to our team. Furthermore, exploring perspectives on prevailing workplace challenges and included implementation planning time, position me to come back with actionable strategies and tools that promise swift returns on our investment.

I am convinced that the knowledge and connections to be gained while attending the Perceptive Leaders and Effective Strategies Retreat will not only enhance my contributions to our team, but also provide long-term benefits for our organization.

Here is a breakdown of the investment for you to consider:

| **Expense Category** |  |
| --- | --- |
| **Registration** | $2,450 (includes lodging and food at Minnesuing Acres)  $1960 (20% discount if registering two or more participants) |
| **Travel** | [Specific costs need to be detailed based on your location and mode of transport] |

I would love for you to consider a group from our organization attending — purchasing two or more seats grants a 20% discount. This not only offers a financial incentive, but attending as a group will magnify the learning experience. Collaborative learning, the ability to discuss sessions in real time and the potential to plan implementation of newfound insights can drastically elevate the event’s overall impact on our organization.

More information and registration forms can be found [here](https://docs.google.com/forms/d/e/1FAIpQLSfacdyFTXyf4nfTkoU1_oY_4vltgKj7YDYYznKJeWQBmUBscQ/viewform?usp=sf_link) or go to <https://perceptioncoaching.org/perceptive-leaders-and-effective-strategies-retreat/>

Thank you for considering this request. I am eager to discuss this further and answer any questions you may have.

Warm regards,

[Your name]

[Your position]

[Your contact information]