**SimCorp’s North America Summit 2023**

**Attendance Justification**

Dear **\_\_\_\_\_\_\_\_\_\_\_,**

I would like to attend SimCorp’s North America Summit taking place on **September 6-7, 2023** at the **Fairmont Washington DC Georgetown.** I have reviewed the agenda and feel that the event aligns directly to the priorities of our organization: **[insert your priorities here]**.

The North America Summit is the ‘must-attend’ annual event where the SimCorp community meet, share insights, and learn how to optimize the use of SimCorp’s solutions. Attended by over 135 delegates from the North American community, the event offers 2 days of full access to SimCorp executives, experts, content, and the product roadmap. I will have the opportunity to network with my peers from across the region to exchange ideas, best practices and lessons learned, as well as interact and learn from SimCorp’s executive team, product experts and partners. The conference offers a variety of educational sessions and will dive into the most important themes impacting the buy-side industry and equip me with thought-provoking insights into key business outcomes that SimCorp supports. Upon my return, I will be able to share the best practices and lessons learned internally.

I am especially interested in these North America Summit agenda topics:

**[To be filled in by attendee]**

I am seeking approval for the registration fee and travel expenditures. The standard rate for full access to the conference is $389.00 USD, but it can be reduced to $289.00 USD by registering with payment by Friday, July 7, 2023 the Early Bird deadline.  
  
Here is a complete breakdown of the conference costs:

Conference Fee: $289.00 USD

Airfare:   $\_\_\_\_\_\_\_\_ USD

Hotel: $\_\_\_\_\_\_\_\_ USD

Meals: INCLUDE

**TOTAL: $\_\_\_\_\_\_\_\_ USD**

I will arrange for my responsibilities to be covered during the days I am attending the conference.

Thank you for your consideration,

**XXXXXXXXX**