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Template Email: Convince My Boss to Let Me Attend ClioCon

Subject: Request to Attend the ClioCon

Dear [Boss's Name],

I am writing to request your permission to attend [ClioCon](#), which will be held in Boston, Massachusetts from October 16 to 17. As you know, this conference is one of the most important events in the legal industry, and I believe that attending it would be a valuable opportunity for me to learn and grow in my role at our law firm.

ClioCon is known for its in-depth sessions on legal technology, practice management, and client communication. I am confident that attending this conference will enable me to stay on top of the latest industry trends and best practices, and help me bring back strategies to implement at our firm. Additionally, the conference offers a great opportunity to network with other legal professionals and experts in the field.

I have reviewed the conference schedule and have identified several sessions that will be particularly relevant to our firm's needs, including [list specific sessions]. I believe that attending these sessions will enable me to improve my skills and knowledge, and ultimately, contribute to the growth and success of our firm.

I understand that attending this conference will require time away from the office, but I can assure you that I will make every effort to minimize any impact on my workload or on clients. I will also share my learnings and insights with the team in return to ensure that everyone benefits from my attendance.

Thank you for considering my request to attend ClioCon. I look forward to your response.

Best regards,

[Your Name]