

Subject: Request to Attend ClearanceJobs Connect *WEST* 2025 Conference

Dear [Boss's Name],

I hope this message finds you well. I am writing to formally express my interest in attending the ClearanceJobs Connect *WEST* 2025 conference, set to take place on March 12-13 at the Catamaran Resort in San Diego, CA. This premier event is a gathering point for talent acquisition professionals specializing in recruitment within the national security sector.

The conference will feature dynamic sessions led by industry leaders from the defense and national security communities. These sessions focus on innovative and strategic approaches to recruiting security-cleared professionals, aligning perfectly with our team's goals of staying at the forefront of industry trends and best practices.

A particular highlight of the event will be the updates on evolving security clearance policies and discussions on cutting-edge recruiting strategies, featuring insights from government representatives at DCSA. This is directly relevant to our compliance efforts and our commitment to enhancing recruitment efficiencies. Additionally, the opportunity to earn Professional Development Credits towards SHRM recertification further adds value to my professional growth and to our organization's capabilities.

The conference also presents a prime networking opportunity. Engaging with peers—fondly known as "secret squirrel recruiters"—can lead to invaluable collaborations and shared insights that could further benefit our recruitment strategies.

I recognize the time and cost considerations involved and am committed to providing a detailed post-conference report summarizing actionable insights and strategies that could be implemented within our team. I am confident the knowledge and connections gained from this event will provide significant ROI in terms of enhanced recruitment outcomes.

Thank you for considering my request. I am happy to discuss this further and provide any additional details to facilitate your decision.

Best regards,  
[Your Name]