

Dear <Insert Manager's Name>,

I would like to request approval to attend the FS-ISAC Annual Summit, 20-23 May 2018 in Boca Raton, FL.

Effective information sharing involves being engaged within a community of peers who are also preventing similar attacks. When we are on the lookout for malicious activity in our environment and at the same time actively sharing information as part of a well-connected community, we have a better chance of staying ahead of the criminals. Add to that the sharing of strategies on how to use technology, build a security strategy, train colleagues and lessons learned - all of which enable us to effectively prevent or respond to attacks and incidents.

Summits are one of the many ways in which FS-ISAC enables a community forum of peers to progress these topics and benefit from pre-warning system, contextualisation and best practice.

My attendance at the Annual Summit will benefit the security of our company for the above listed reasons as well as:

- More than 40 Interactive sessions and trainings that allow for strategic and solution oriented discussion;
- Presentations by more than three dozen senior executive FS-ISAC members;
- Actionable information and sharing designed specifically for financial institutions; and
- Concrete takeaways, including case studies, best practices and networking/collaboration opportunities with peers facing similar challenges

I've broken down the approximate cost of my attendance at FS-ISAC Annual Summit from 20-23 May below:

Airfare:	[Fill in with current price]
Hotel (3 nights at \$___/night plus tax):	\$___/night (plus tax)
Conference:	\$0 (For Premier and Above members)
Total:	[Fill in based on airfare]

FS-ISAC Summits further the common goal to protect our company's brand and the data that has been entrusted to us. As the challenges within the industry expand and require us as security professionals to ensure we are following the best practices, it is imperative that we have a representative from our firm at the upcoming Summit to learn, share and collaborate with peers.

Thank you in advance for your consideration.

Regards,