Dear {insert name},

The [Travel And Meeting Society](https://www.tamstravel.org/thetamsstory) (TAMS) is a community of business travel and meetings professionals who are committed to innovating the industry through advocacy, education and networking opportunities. This year, they are launching their first-ever conference, and I am eager to attend.

TAMS Ignite 2023 isn’t a typical conference – it’s an immersive, hands-on learning experience that brings business travel and meeting professionals together to analyze the industry and come up with actionable solutions. Industry experts and leaders will lead engaging sessions focused on everything from sustainability to blockchain that take attendees through the past, future and present of business travel.

**The event will take place from September 11th through 12th in Atlanta, GA at the Marriott Marquis.** TAMS Ignite is an opportunity for me to network with other buyers who may be facing similar challenges, engage in critical conversations with industry experts, stay educated and on top of key industry trends and meet business travel industry suppliers to find out how their latest developments will benefit us.

|  |  |
| --- | --- |
| Conference Registration \*This includes access to all education sessions, networking opportunities, opening night reception, breakfast and lunch and the tradeshow.\*Registration is an additional $69 for non-TAMS members.  | $269 |
| Accommodations estimate | $ |
| Flight estimate | $ |
| **Total** | $ |

​​My attendance at TAMS Ignite 2023 will provide me with new ideas and strategies to elevate travel management in our organization. Once I return, I can provide a report of my key takeaways, and share new trends and strategies with the team. I will work to make sure we get the full value of this event.

Thank you for your consideration.

Sincerely,

{your name}