Dear [Name of Manager],

The CBM CONNECT + RELIABILITY Conference is a new conference geared toward vibration analysts, condition monitoring technicians and managers, and reliability engineers looking to improve their knowledge about vibration analysis and condition monitoring technologies. It is powered by Mobius Institute and being held in nine different locations in 2020 (Johannesburg, South Africa; Abu Dhabi, UAE; Amsterdam, Netherlands; Wuxi, China; Kuala Lumpur, Malaysia; Indianapolis, IN USA; Manchester, UK; Melbourne, Australia; and Monterrey, Mexico). It is my hope to attend CBM CONNECT + RELIABILITY CONNECT Conference Select Below.

The CBM CONNECT + RELIABILITY CONNECT Conference is a professional development conference which provides new opportunities to learn from condition monitoring and reliability industry experts and vendors, gaining exposure to new products that help to better diagnose machine faults and determine the root causes of failure. The conference focuses its topics, agenda and experts on the needs of those beginning in the industry through those who are advanced. I can sit in various sessions, focusing my attention to the courses that will best help me perform my job more effectively. Networking sessions and receptions will grant me the opportunity to get to know others in the industry and learn from them as well. I can also visit with industry leading exhibitors in the exhibition hall. At the end of the CBM Conference in November 2019, 95% of attendees said they would recommend attendance of CBM CONNECT + RELIABILITY CONNECT Conference to a colleague or friend.

I encourage you to visit [www.thecbmconference.com](http://www.thecbmconference.com) to find out more information about the events and the content that will be shared at each. I have also outlined the projected cost for my attendance below. Here are just some of the ways [Company Name] can benefit from my attendance of CBM CONNECT + RELIABILITY CONNECT Conference:

* Access to all presentations before, during and after the conference
* Hands-on presentations and practical case studies
* Many networking opportunities with peers, industry experts and exhibitors
* Introduction to newest technologies
* Better support for reliability initiatives

Cost to Attend CBM CONNECT + RELIABILITY CONNECT Conference:

 Registration: COST

 Airfare: COST

 Hotel: COST

 Travel expenses (additional meals, etc.): COST

 Total Projected Cost: COST

If I register for the conference earlier, I can save money off the registration amount. We, as a company, can also save by bringing a team of people for a group discounted rate. I am happy to discuss the conference and its value with you at your convenience.

Thank you for your consideration of my attendance request for CBM CONNECT + RELIABILITY CONNECT Conference 2020.

Sincerely,

[Your Name]