

Subject: Request to attend Risk Awareness Week

Dear [CFO Name],

I'm requesting approval for [X] team members to attend Risk Awareness Week this October. Registration is \$[amount] per person for the full online conference.

Three things caught my attention about this conference that directly address challenges we've been dealing with:

- First, they have specific sessions on getting better insurance terms through quantitative risk analysis. One case study showed a company that reduced their premium from \$4M to \$1M for the same coverage by presenting their risk data differently to underwriters. Given our upcoming renewals, even a fraction of that kind of saving would pay for this many times over.
- Second, the budgeting workshops focus on avoiding mid-year surprises. They share techniques other companies are using for identifying which line items genuinely have uncertainty versus which are solid, so we can set contingencies that actually reflect reality rather than arbitrary percentages. This speaks directly to the [specific budget challenge] we faced last year.
- Third, there's substantial content on using AI to handle routine risk documentation faster. If we could cut the time spent on regular risk reporting by even 30%, that frees up capacity for higher-value work without adding headcount.

The format is entirely online and on-demand, so no travel costs and the team can watch sessions that are directly relevant to what we're working on. Full details: [\[URL\]](#)

Attending this event will contribute to our continuous professional development (CPD), ensuring the team stays current with industry best practices and innovations.

Happy to discuss which sessions would give us the best return.

[Your Name]