**Great Place To Work® For All Summit™ 2025Letter to Manager**

**To: <Insert Manager Name>**

**Subject: Request to Attend the Great Place to Work® For All Summit™ 2025**

Dear <Manager Name>,

I would like to request approval to attend the Great Place To Work® For All™ Summit 2025 on April 8-10 in Las Vegas, NV. Great Place to Work brings together C-Suite executives, thought leaders, industry analysts, and passionate workplace culture advocates from businesses around the globe. It’s the definitive event for leaders like me to create new solutions and strategies to meet the changing needs of our people and business and develop unparalleled talent, build thriving and agile cultures of innovation, and fuel profitability and performance.

The conference includes both keynote sessions and focused breakout sessions. Past speakers include CEOs, CHROs and executives from Accenture, Hilton, Synchrony, DHL Express and World Wide Technology, just to name a few. Great Place To Work experts, analysts and product teams will be on hand to answer all my questions and let me know about the newest research and product features.

Here are three things I expect to accomplish from attending this event:

1. Network and learn with 1,600 other HR, People & Culture, Employer Branding, DEIB and business leaders from around the globe.
2. Learn more about how we could earn national recognition as a Great Place to Work-Certified company or get on a Best Workplace list, which would build our employer brand.
3. Bring back actionable ideas to implement at <Company> that will help us continue our work to build a great workplace culture that drives business results.
4. Earn recertification credit hours for the PHR, SPHR and GPHR, SHRM-CP or SHRM-SCP designations.

Here’s an estimate of the investment needed:

Airfare $ xxxx.xx

Conference $ 1,695.00 (This pricing is good until December 31; then it goes up to $1,895)

Hotel $ xxxx.xx

Total $ xxxx.xx

To learn more about what I’d bring back to our company, please explore the wealth of resources Great Place To Work shares with leaders: <https://www.greatplacetowork.com/resources>

I appreciate your consideration of this exceptional professional development opportunity. Thank you for your support and please let me know if you have any questions.

<Name>