*Copy and paste this sample text into an email for your manager. Update and personalize the highlighted sections with your information.*

Hi <Name>,

Microsoft Build is coming to the Seattle Convention Center Arch Building on May 19–22, and I think it's a great opportunity to enhance my skills. There are going to be breakout sessions, live demos, and interactive labs, and they're also offering certification exams onsite.

I’ll get to meet experts, tech influencers, and Microsoft engineers. Plus, I’ll have time to connect with other developers to try and get some of our team’s coding problems solved. Here’s an overview of what is included in the Seattle in-person event:

* Live keynote with chairman and CEO Satya Nadella
* Community-led activities
* OpenHack
* Live breakout sessions with demos
* Interactive coding labs
* Self-paced and instructor-led certifications

[Any additional ways the event could help your team/projects]

I’m asking for your approval for the cost of the pass—$1,125 (early-bird pricing through April 16), plus travel expenditures. [Insert additional information around travel. Don’t forget to include return airfare, hotel, and meals.]

Check out the [Microsoft Build homepage](https://aka.ms/MSBuild_Marketo_Reg_Gen_Home) and then maybe we can discuss it further?

Thanks for your consideration!

<Name>