

## **Subject Line**

Request for Approval: Mimecast Users' Conference-Elevate 25

## **Email Verbiage**

[Manager's Name],

I've been invited to participate in the [Mimecast Elevate User Conference](#) in New York City from **October 22-24** and have outlined the benefits of attending below for your review and approval. The event is a premier global gathering of cybersecurity professionals, all Mimecast customers. The [content](#) is relevant and actionable and the event offers a unique opportunity to explore AI-powered solutions and Human Risk Management strategies that align with our team's objectives. Engagement in this event aligns with our commitment to stay ahead of the evolving cybersecurity landscape.

### **Key Benefits:**

- **Get certified and earn CPE credits.** I can participate in the Mimecast Secure Email Gateway Fundamentals (or Advanced) Certification exam on site and will earn up to 15 CPE credits for attending the conference.
- **Gain insights that I can bring back to our team.** I'll learn about the newest Mimecast product features and functionality. There will be Product Keynote presentations that will provide updates for each solution in the Mimecast platform. I will share these learnings with our team.
- **Develop a greater understanding of managing insider risk.** Mimecast's *State of Human Risk* report reveals that 95% of all data breaches are caused by human error, with 8% of employees responsible for 80% of security incidents.
- **Strengthen my cybersecurity network.** I'll have the opportunity to engage with a global group of cyber leaders and a like-minded peer community.

### **Details:**

**Date:** October 22–24, 2025

**Location:** [Convene](#), 30 Hudson Yards, New York City

**Cost:** Conference participation is complimentary. Estimated cost for accommodation and travel is (insert your regionally specific cost estimate for hotel and transportation).

Post event, I'll share a detailed summary with key takeaways. I am confident that the insights and connections gained will offer significant value to both our organization and our team.

Capacity is limited for this conference, so early registration is strongly encouraged. Please let me know your decision at your earliest convenience.

Thank you for your consideration.

Regards,

[Name]