

Dear \_\_\_\_\_,

OzenCon 2026, presented by SimuTech Group, is a one-day conference dedicated to exploring how simulation empowers engineers to innovate faster and smarter. As the largest annual Ansys simulation conference in Silicon Valley, I believe my participation is critical to bringing new ideas and approaches to our organization and furthering my professional development. I would like to request approval to attend.

The event takes place in person on March 10<sup>th</sup>, 2026, in Mountain View, California. I'll be among hundreds of Ansys users, partners, developers, and industry experts for networking, learning, and sharing transformative ideas. This event will help me learn how leading companies use advanced simulation tools to create breakthrough designs, reduce costs, and accelerate time-to-market. I'll gain practical skills in AI-driven design and generative approaches, shaping the future of product development, simulation workflows, and applications.

I plan to attend the following sessions to strengthen my professional development:

--

Here are the costs associated with attending OzenCon 2026:

Airfare	
Hotel	
Other Transportation	
Miscellaneous Costs	

This investment will pay off in more efficient practices, proven solutions, new insights, and innovative ideas. In addition, I can provide a report of my key takeaways and recommended actions to our team.

I appreciate your approval, and I will work to ensure we get full value from this event.

Sincerely,

\_\_\_\_\_