***Request to Attend 2025 Women In Trucking Accelerate! Conference & Expo***

NAME,  
  
I’m writing to request approval to attend the 2025 Women In Trucking Accelerate! Conference & Expo, hosted by the Women In Trucking Association, taking place November 9–12 in Dallas, TX.

This industry-leading event brings together 1,800+ transportation and logistics professionals for four days of education, connection, and innovation. More than just a conference, Accelerate! is a movement—dedicated to empowering women, driving career growth, and advancing opportunities in the industry.

Attending will directly support my professional development and provide valuable insights that I can bring back to our team. Here’s what I’ll gain:

* Access to 70+ educational sessions across key focus areas, including:   
  (Select those most relevant to your role)
  + Leadership
  + Professional Development
  + HR/Talent Management
  + Operations & Safety
  + Sales & Marketing
  + Professional Driver Development
* Best practices from other leading brands on how they’re successfully recruiting, retaining, and advancing women in the trucking industry.
* Peer networking with professionals across roles—ranging from C-suite executives and HR leaders to operations, safety, and driver professionals—creating lasting industry connections.
* Access to a comprehensive expo showcasing hundreds of industry-relevant products and services that support operational efficiency, recruitment, wellness, and safety.
* A Truck & Technology Tour featuring the latest advancements—from electric and autonomous vehicles to safety innovations and aerodynamically designed tractors.

This event is hosted by the Women In Trucking Association, a nonprofit dedicated to encouraging employment, promoting accomplishments, and reducing barriers for women in trucking. Their community includes motor carriers, 3PLs, manufacturers, retailers, and service providers across the supply chain.

Sessions I’m most interested in attending include: (Review and list from the 2025 schedule: <https://www.womenintrucking.org/accelerate-conference-schedule>)

The estimated investment, including registration, travel, and lodging, is approximately $\_\_\_\_\_\_\_\_. (Use registration rates: <https://www.womenintrucking.org/accelerate-conference-registration>. Member discounts are available.)

I believe this is a valuable opportunity to enhance my contributions to our team and to stay current with industry trends and solutions. Please let me know if you’d like additional details.

Thank you for considering this request.

Sincerely,  
YOUR NAME