

Subject: Request to attend the Energy Transition Summit 2026

Hi **[Manager's Name]**,

I am writing to request your approval to attend the [Energy Transition Summit 2026](#). At a time of rapid change across the energy sector, this summit gathers key leaders to discuss the most pressing challenges and opportunities in the energy transition.

This year's summit will feature **60+ leading speakers** and bring together **300+ in-person attendees** from **350+ companies** across **45 countries**.

Attending will allow me to gain high-level insights curated by FT journalists on technological advancements, policy changes, and evolving market dynamics. This will directly support our team by helping us make informed decisions about our energy investments and strategies, as well as identify new avenues for growth and partnerships. Additionally, it offers an exceptional platform to connect with industry leaders and discover innovative solution providers across the ecosystem.

You can review the agenda [here](#) and speaker lineup [here](#).

I would be happy to share key takeaways and a summary of the most relevant insights with the team after the event to maximise the ROI of my attendance. Please let me know if we can discuss this further.

Best regards,

[Your Name]