

To Whom It May Concern,

Re: **DUG Rockies Conference and Exhibition 2019**

I am writing for approval to attend the **2019 DUG Rockies Conference & Exhibition**, May 14 – 15 in Denver, CO. The conference brings the region’s key players together for two days of profound discussions on the current stamina of the industry and what’s next for producers in the Rockies and Northern Great Plains.

Last year, **DUG Rockies** attracted over 1,200 quality registrants from E&P companies, pipeline operators, service & supply companies, and other professional services firms. The exhibition included 87 exhibitors covering a range of specialties. You can view a recap of the 2018 conference and exhibition [here](#).

This year’s program offers updates on how producers are maximizing productivity and capital efficiency in the Williston, San Juan and Powder River basins. Hundreds of oil and gas professionals will be in Denver to hear expert panels, operator spotlights and producer roundtables. The full agenda is [here](#).

Here’s an approximate breakdown of conference costs:

Airfare:	\$XXX
Transportation (Roundtrip airport to Hotel/Misc.):	\$XXX
Hotel (2 nights at \$249):	\$498
Meals (3 days at \$XXX):	\$XXX*
Full-Conference Registration:	\$795**

Total:	\$XXX

*Breakfast and lunch are provided with a full-conference registration

**Pricing structure for reference:

Until Mar. 22: \$795

Until Apr. 19: \$895

Until May 13: \$995

On-Site: \$1,095

Thank you for considering this request. I look forward to your reply.

Regards,