To:

From:

Re: Nutanix .NEXT User Conference 2020

I’m writing to ask for approval to attend the Nutanix .NEXT user conference in Chicago, IL from June 30-July 2, 2020. Attending this conference will educate me on new ways to reduce costs and complexities in our enterprise datacenter, as well as enhance my IT skills and deepen my knowledge of enterprise cloud solutions. I’ll also have the opportunity to hear best practices and lessons learned directly from other enterprise architects and leaders in 100+ sessions, interactive labs, and demos. I believe .NEXT will better equip me with the knowledge, experience and peer network to make a positive, tangible impact within our company.

**Here’s an estimated cost of attending the conference:**

|  |  |
| --- | --- |
| Airfare: | $ XXX |
| Transportation: (round trip taxi from (ORD)$120/ (MDW)$80 airport to hotel) | $120 |
| Hotel: (2 nights at $222 + tax) | $ 444 |
| Meals and misc.:  | $ 100  |
| Registration Fee: | $ 1199 USD prior to Feb 27*$ 1599 USD After Feb 27* |
| Total: | $ XXX |

After the conference, I’ll share a summary of what I learned, as well as a set of recommendations to increase our team’s productivity, optimize datacenter operations and drive greater business value to our stakeholders.

Thank you for considering this request.

Regards,

**Recommended Classes & Training for Your Team**

**Exploring Nutanix (For newer team members)**

This free half-day seminar will introduce attendees to the core features and benefits of Nutanix AOS, AHV, and Prism. Our expert Nutanix instructors will show the fundamental components of the Nutanix Enterprise Cloud, including Prism Central, Xtract (VM migration), Security Guidelines (STIG), Self-Service Restore (SSR) and X-ray (HCI testing app).

**Tech Labs (For any level)**

Get hands-on with the latest private and hybrid cloud technologies from Nutanix in self-paced labs including:

* Files: See what’s possible with our simple, scalable multi-protocol file server
* Era: Learn how to provision and manage databases quickly
* Flow: Create a powerful distributed firewall with app-centric policy management
* Calm: Automate app provisioning & lifecycle management across multiple environments
* Cloud-Native: Reduce DC complexity and solve deployment challenges
* Nutanix 101: Get familiar with the Prism UI and learn how to set up a virtual environment on Nutanix

**Nutanix Certified Professional Exam Prep (For more seasoned users)**

This one-day course will guide experienced Nutanix users through material they’ll be tested on in the Nutanix Certified Professional (NCP) 5.5 exam. Through an interactive combination of hands-on exercises and lessons from expert instructors, students will become acquainted with the core concepts of deploying, administering, monitoring, and troubleshooting Nutanix AOS.

**Onsite Exams**

Bring a fully-certified team back from .NEXT! We’ll be offering exams every day of the conference at no cost to .NEXT attendees.

**Plus**: Explore what’s new and exciting in tech from 100+ industry vendors including Lenovo, Veeam, Rubrik, DellEMC, Infoblox, Arista and more!