Michigan Lean Consortium Conference Attendance Justification Letter

<<current date>>

<<to>>,

I would like to attend the **2022 Michigan Lean Consortium Annual Conference -August 10-11, 2022 in Traverse City, Michigan.** Conference attendance will enable me to attend educational sessions, and to network with industry professionals and continuous improvement leaders. I intend to share my learning with our team during one of our next team meetings, so whatever I learn can also be learned and applied by our entire team.

**This year’s MLC Annual Conference** will offer over 12 Active Learning Sessions, 2 keynote speakers, a Panel Discussion with 5 of the top lean thinkers in the nation, and networking activities to build my resource network.

**The Michigan Lean Consortium** (MLC) is committed to engage, connect, and develop people and processes in continuous improvement and Lean initiatives to positively impact Michigan. The Annual Conference brings together professionals across sectors who are passionate learners of Lean thinking.

With the current economic conditions, I understand we must be very conscientious of where we spend money. I have estimated the cost for me to attend this conference:

Conference Ticket cost: <<$>>

Travel and lodging cost: <<$>>

Additional: <<$>>

**Total estimated: <<$>>**

I believe attendance at this conference is a prudent investment in our team, and <<company name>> future.

I would like to purchase my ticket and book my travel by <<date>>. Can we discuss this opportunity?

Thanks,

<<name>>