Dear

I'm writing to request your approval to attend *The Accountant's Boot Camp* two-day workshop. The Accountant's Boot Camp teaches accountants in firms like ours the business insights that fuel the success of over 17,700 accounting firms around the world – and the applicable methods that can help our firm prosper.

Through extensive research, I have learned that this course's key takeaways and implementation are time-tested approaches to building an elite accounting firm. Specifically, I will learn elements of how to:

- Align my personal values, purpose and vision with those of our firm
- Delivery world-class customer service to our clients
- Understand my role in realising our firm's potential
- Optimally price the services of our firm
- Implement and scale repeatable business advisory services
- Identify and move through the blockers of change
- Utilise my time each day to be as productive as possible

  *Full details about all of the concepts that will be covered in this course are available *here*.

In addition, this course will provide me with the opportunity to:

- Actively engage with seasoned worldwide leaders in the profession
- Network with business professionals from a wide variety of firms
- Earn professional and continuing education credits.

The training course will take place on   at   and the approximate investment for me to attend are as follows:

Course Registration Fee:	$/£/€
Airfare:	$/£/€
Hotel:	$/£/€
Other Travel Expenses:	$/£/€
Total:	$/£/€

I hope you agree that this will be an excellent opportunity for me to learn new ideas and methods from global leaders that will ultimately benefit our firm. I look forward to quickly sharing and implementing the knowledge and wisdom I will gain upon my return.

I would appreciate your timely approval to attend, as course registrations fill up quickly. If you have any questions about this opportunity, please don't hesitate to let me know.

Thank you for considering furthering my skill set and the overall success of our firm!

Best regards,