

Re: 2020 Navigators: A Tibersoft Virtual Workshop

Dear [insert approver's name],

I am writing to ask for your consideration to host a Navigators Virtual Workshop to bring together all our Tibersoft users & stakeholders for one full day to learn new tactics to grow sales and refine trade spend. Each session is customized to the key topics and projects we are currently working on, including:

- [Add project/topic/initiative]
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With many of our employees remote at home and looking for new COVID-19 recovery strategies, we can make the best of this time with a combination of training and best practice sessions, including:

MORNING	TRAINING <ul style="list-style-type: none">• Super Users• Sales Users• Finance/Trade
AFTERNOON	BEST PRACTICE SESSIONS – EXAMPLES INCLUDE: <ul style="list-style-type: none">• Data Confidence• Affinity Cross-Selling• Recovery Targeting• Managing Business & Segment Visibility• Understanding Outperformers• Same-Store Performance NETWORKING <ul style="list-style-type: none">• Tibersoft Client Guest Speaker

I have requested the date of [insert date here] and believe it will align well with our schedules. The cost for the full day, including all hands-on training and session totals [insert amount].

I can schedule a post-conference meeting with you to provide you with a summary of all the major takeaways and tips we learned to maximize our current investments. I can also share relevant information with key personnel throughout the company.

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

Regards,
[Insert your name]