**Justification letter for SUMMIT**

Dear [Manager Name],

I am writing to request your approval to attend the TOPX Summit on September 22-23, organised by Hyphen Projects.

TOPX Summit is an intensive 2-day summit that brings together CEO’s, investors, scientists, experts, representatives, juniors and students working in the Life Sciences & Health sector in the Benelux area. Participants, be it male or female, are interested in diversity and inclusivity in the sector or would like to work on personal empowerment.

This first edition will take place in Oss and will consist of plenary and parallel sessions, trainings, workshops and networking activities. As a participant I can benefit from attending this event to get in touch with inspiring and prominent people in the Life Sciences sector, both male & female, and also work on my personal development. I undoubtedly would benefit from getting insights on leadership and career progression from these experts.

Another added value of the programme is the opportunity to build a valuable and strong network of other young professionals from the Benelux countries. They will be a great asset in the next years to bounce ideas with, share successes and struggles and learn from their experiences on how to become a better leader myself.

The ticket fee is [€XXX, see [info](https://www.hyphenprojects.nl/topx/summitregistration)] to attend the summit for the whole programme, or [€XXX] to attend one day only. I would also need your approval for the time outside of the office required to attend the event.

I believe that the company will benefit from my enhanced knowledge and skills and my commitment to becoming a top leader at [company name].

To learn more about TOPX Summit please see: https://www.hyphenprojects.nl/topx/topx-summit

Thank you for considering my request. I look forward to discussing the summit in further detail with you.

Kind regards.

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