A palm tree

Description automatically generated

Dear **<Insert Manager’s Name>,**

I’d like to request your permission to attend H- ISAC's Sharing at the Oasis 2020 Hybrid Fall Summit which takes place December 1 - 3, 2020 at the Arizona Grand Resort in Phoenix, AZ.

The conference will give me a chance to connect with over 600 industry attendees and numerous sessions including: *Threat Modeling in Medical Devices- the Holy Grail, Understanding the Top Healthcare Third- Party Risk Trends, Cyber aren’t the only Droids we should be looking for…*

The conference includes 3 general sessions and over 21 breakout sessions, including a session on **<insert desired session topics here>.** New this summit all content will be available on demand to registered attendees. With such a wide range of information, attendees return to their roles with ideas to implement *immediately*.

It’s more important than ever to ensure we’re getting the most out of our education and training investment. The summit will allow me access to updated information from industry leaders and connections with sponsors and exhibitors that could enhance our performance here at **<insert company here>**

The approximate cost (USD) of my attendance at *H-ISAC Sharing at the Oasis* from Tuesday, December 1 to Thursday, December 3 is below:

Airfare: $450 (if applicable)  
Hotel (3 nights at $189 a night plus tax): $639 (including tax- currently 12.57%)  
Conference: $0 MEMBERS/ $299 Non-Members **IN-PERSON**

$199 MEMBERS / $399 Non-Members **VIRTUAL**  
Parking: $0 (complimentary)

Internet Access: $0 (complimentary)

Airport Transportation: $15 (Uber)

H-ISAC and the Arizona Grand Resort & Spa are committed to ensuring the health and well- being of our attendees and staff at our events. In addition to the [Arizona Grand Resort & Spa protocols](https://www.arizonagrandresort.com/faqs/), H-ISAC will follow all local public health agency guidelines. All attendees are encouraged to review the [Arizona Department of Health Services](https://www.azdhs.gov/preparedness/epidemiology-disease-control/infectious-disease-epidemiology/index.php#novel-coronavirus-home) current guidelines before attending in person.

H-ISAC has negotiated a discounted rate single/double of $189/night (plus tax) at Arizona Grand Resort, if I book my hotel on or before November 7th. Therefore, I do appreciate your immediate attention to my request.

Additional information about H- ISAC Sharing at the Oasis Conference is available at: <https://h-isac.org/summits/fall-summit-2020/>

Thank you for your consideration

Regards,