(Fill out the **To/From/Dear** below and send to your manager)

To:

From:

Subject: Exploring an online educational experience

Dear ( ),

Will you support my participation in a global learning experience, available online? I’d like the opportunity to improve my communication/presentation skills and more by attending the Toastmasters International 2023 Convention, to be held in a hybrid format from **Wednesday, August 16 through Saturday, August 19, with an all-inclusive online fee of only $55 USD.**

With nearly a 100-year history, Toastmasters is the world leader in public speaking and communication—a nonprofit organization dedicated to empowering individuals with communication and leadership skills; there are currently more than 280,000 members in more than 14,700 clubs across 144 countries.

This year, Toastmasters will host its annual convention in Nassau, Bahamas, but the program is also easily accessible through a laptop or mobile device, with most sessions being livestreamed. It would be my privilege to take part in the online excitement.

Here are a few ways I believe this convention will help empower me:

• I’ll learn from inspirational talks and interactive sessions, all with themes that will enhance my career, including **public speaking, presenting, and professional development**.

• I’ll have the opportunity to network in online lounges with like-minded **professionals** **and speakers from around the globe.**

• I’ll feel a sense of global community and camaraderie through the highly anticipated convention kickoff, featuring a **parade of flags ceremony**.

• I’ll be inspired by the thrill and competition of the **World Championship of Public Speaking®,** watching as eight finalists compete for the top speaking honor of World Champion.

Will you allow me to explore a sea of learning possibilities through this international convention?

You can learn more about Toastmasters at [www.toastmasters.org](http://www.toastmasters.org)

Check out the Toastmasters 2023 International Convention at [toastmasters.org/Convention](http://www.toastmasters.org/Convention)