

# REGISTRATION PROPOSAL



SUPPLY CHAIN  
CONFERENCE & EXHIBITION  
SEPTEMBER 24-27 | ATLANTA, GEORGIA

To: \_\_\_\_\_

From: \_\_\_\_\_

I'm writing to ask for approval to attend CSCMP's annual conference, CSCMP EDGE 2017, September 24-27 in Atlanta, Georgia. It is the only event that represents the entire supply chain from end-to-end. I am confident that the people I need to meet to generate new business, and the knowledge I need to enhance our organizational development, will be found at this event.

**Over the course of 31/2 days, CSCMP EDGE will provide:**

- 18 tracks and 90+ sessions, totaling 30+ hours of educational content
- 25+ hours of dedicated networking to meet with key customers, prospects, and industry thought leaders
- Education on the latest supply chain technology trends, data analytics, and economic analysis to enhance my knowledge base
- Real-world strategies for process improvement, profit maximization, budget oversight, and talent development and retention
- The opportunity to connect with people from specific companies that could positively impact our organization.

**The ones I'm most excited about include:** \_\_\_\_\_

I've reviewed the educational tracks and sessions, and have included a list of sessions I'd like to attend below. I strongly feel that these sessions are directly relevant to my role and responsibilities at this organization.

**Session #1:** \_\_\_\_\_

**Session #2:** \_\_\_\_\_

**Session #3:** \_\_\_\_\_

**Session #4:** \_\_\_\_\_

**Session #5:** \_\_\_\_\_

**Session #6:** \_\_\_\_\_

Here's an approximate breakdown of conference costs. The full conference price is \$1,895 for CSCMP members, but if I register by July 30, I will receive \$300 off the full conference price, using coupon code EDGE17-JULY.

**I've included a summary of estimated expenses:**

<b>Conference Registration</b> (with discount – \$1,495 member; \$2,090 nonmember; \$1,820 new member*)	\$ _____
<b>Airfare</b>	\$ _____
<b>Transportation (roundtrip – taxi: \$65)</b>	\$ _____
<b>Hotel (3 nights – \$585-\$675)**</b>	\$ _____
<b>Meals and Other Expenses***</b>	\$ _____
<b>Projected Total Cost</b>	\$ _____

I'd like to register before hotel and registration discounts expire. I'll be sure to submit a post-conference report that will include an executive summary, major takeaways, tips, and a set of recommendations to maximize our current supply chain processes.

\*As a nonmember, if I join CSCMP for \$325, I will save an additional \$200 off the nonmember pricing.

\*\*Rate based on using CSCMP's housing partner, Orchid Events, by the specified deadlines and does not include state taxes or fees.

\*\*\*Breakfast, lunch, and appetizers at the evening receptions are included in the conference rate so I will only have to pay for dinner.