Dear <Manager>,  
  
I would like to attend the American Osteopathic College of Anesthesiology Annual Convention and Conclave, coming up September 17 – 20 in Phoenix, Arizona.

It is the premier event for anesthesiologists committed to serving the whole patient, where educational sessions and networking opportunities advance individual careers and the field in general. The conference is also an opportunity to earn 31.50 AOA category 1- A CME credits or 31.50 AMA PRA Category 1 CreditsTM.

The cost to attend the conference will be [FIND YOUR RATE <https://aocaonline.org/2022-annual-convention>] and would require [# of days out of work].

I would attend sessions on Post-ICU Syndrome, perioperative pain management, peritoneal and abdominal HIPEC and the future of AI and anesthesiology as well as problem-based learning discussions on topics like [insert most relevant sessions].   
  
I am confident you will see this as a worthwhile investment. It is an opportunity for me to network with industry veterans, attend valuable educational sessions and gain advanced specialty knowledge. My attendance at this conference is a wise investment and will pay off for years to come.

You can find more information on the conference here: <https://aocaonline.org/2022-annual-convention>

and review the entire conference program here: <https://aocaonline.org/assets/2022/VAPOR/Branded%20Schedule%20-%20VAPOR%202022.pdf>

Thank you for your consideration.  
  
Sincerely,  
<Your Name>