Dear [your supervisor/manager/director],

The ability to process and make payments smarter and faster is at the forefront of conversations in the payments space. As a stakeholder in this process, [add your company name here] is looking for opportunities to gain education and network with a variety of payments professionals to help us identify our challenges and solutions. [List a few current projects or topics that pertain to the conference], as well as several other areas.

Nacha’s Smarter Faster Payments 2024 taking place Monday, May 6 through Thursday, May 9 in Miami, Florida, provides the opportunity we need to meet these objectives and I would like to attend. Bringing together professionals from all over the payments landscape, the conference offers more than 130 educational sessions covering top-of-mind topics in the payments industry from risk and fraud mitigation to blockchain and AI technologies. In addition, the conference features a large exhibit hall featuring fintechs that offer solutions to our most pertinent challenges. Access to all sessions, networking events and the exhibit hall is included with my registration.

As with most conferences, the challenge has always been to get to as many of the higher priority sessions as possible. The complete [timed-session agenda](https://payments.nacha.org/sessions-in-person) has recently been released and organized under nine [educational tracks](https://payments.nacha.org/session-tracks). To maximize the value of attendance, we should go over the list together to determine which sessions will benefit our organization most. The valuable interactions and content are designed to offer actionable takeaways that I can bring back to the office and share with my colleagues for immediate implementation. This increases the value of my participation tenfold. An overview of the value of attendance is also available on one of Nacha’s [recent podcast](https://www.nacha.org/news/smarter-faster-payments-2024-you-cant-beat-it)s.

Costs:

[list your transportation costs, registration fees and the price per night of the hotel room.  The conference hotel room rate is $XXX plus tax]

Registration: $ Airfare: $

Transportation: $  Hotel: $

Meals: $

Thanks in advance for your consideration. I appreciate your time and attention to my request.

[standard closing]

[your name]

Website: <https://payments.nacha.org>

Registration: <https://payments.nacha.org/register>

Hotel Accommodations:<https://payments.nacha.org/accommodations>

Fintech exhibit hall: <https://payments.nacha.org/our-sponsors#our-exhibitors>

New Podcast – AI to ChatGPT: The Speed of Change at Payments 2024 [[Podcast link]](https://player.captivate.fm/episode/fe31855f-997f-4492-b3aa-d7d7d6a95d53/)