**<Date>**

Dear <**Supervisor’s name>,**

I would like to attend the virtual ***Biostatistics Industry and Regulator Forum*** on March 29-31, 2023. This conference will connect me with academics, regulatory, and biopharma leaders from all around the world to explore problem-solving strategies in today’s global context.

This event will allow convenient connection with a multidisciplinary group of inspiring leaders and professionals engaged in regulatory processes, clinical strategy, biostatistics management, and beyond.

I’ll be able to expand my knowledge with the benefit of global perspectives, regulatory insights, case study workshops, and interactive discussion sessions. I also look forward to the virtual networking opportunities with industry experts and professionals to further expand my growth and learning.

I am seeking your support in attending this virtual conference. The registration fees are estimated below:

**Registration Fees**

|  |  |
| --- | --- |
| **Early Bird Rates through 2/1/2023** |  |
| Academic/Charitable/Non-Profit (Full Time) | $640 |
| Government (Full Time) | $385 |
| Industry | $1225 |
| **Standard Rates beginning 2/2/2023** |
| Academic/Charitable/Non-Profit (Full Time) | $940 |
| Government (Full Time) | $685 |
| Industry | $1525 |

Student Rate: $400

Patient/Patient Advocate Rate: $400

Thank you for taking the time to review this proposal. By attending the ***Biostatistics Industry and Regulator Forum***, I will be able to further develop my skills, knowledge, and network to benefit my career, colleagues, and **<insert name of your organization here>**.

Sincerely,