***Fill out your information in the fields marked in yellow!***

Hello [Manager's Name],

I have been looking into ways to further develop my knowledge in [relevant topic]. I found that the [APSAD Conference](https://www.apsadconference.com.au/) is happening from 9 to 12 November 2025 at the International Convention Centre Sydney, Gadigal Country, Australia and would like to request your support to attend.

The conference will demonstrate outstanding science, best practice in treatment, harm reduction, law enforcement, prevention, and people with lived experience, and includes empiric knowledge at all levels. It will showcase Australasia’s high-quality and cutting-edge research into treatment, prevention, and policy. The program and speaker line-up shows some great opportunities for me to learn more about [skill(s) or topic area relevant to your work], and make connections with sector-leading peers.

I've put together some important information around the costs below:

**Registration:** [Check which registration rate suits your circumstances: <https://www.apsadconference.com.au/registration-rates>]

**Accommodation:** [Check which discounted accommodation option suits your circumstances: <https://www.apsadconference.com.au/accommodation>]

**Travel:** [put your flight and travel information and costs here if applicable]

Attending this conference would be an amazing experience and great investment from which I can bring back new practical skills and knowledge for my own work, and to share with my colleagues at [organisation]. You can find out more about the conference at [apsadconference.com.au](https://www.apsadconference.com.au/). If you have any questions or would like to discuss anything further, please let me know.