Hi [insert first name of manager],

Registration is now open for **MCi Momentum 2025**, Management Controls Inc.’s annual customer conference focused on Track/myTrack and enhancing contractor cost control, operational performance, and data-driven decision-making. I’d like to request your approval to attend. The insights and hands-on opportunities at this event align directly with our goals for improving visibility, reducing cost leakage, and accelerating control maturity.

Here are the details for your consideration:

**MCi Momentum 2025**  
October 27–29, 2025  
The Woodlands Resort  
The Woodlands, Texas, USA

Momentum is designed to help organizations like ours optimize labor and contractor spend, strengthen field execution, and explore the latest innovations in MCi products and services. It will also be a great opportunity to connect with industry peers and MCi experts to learn how others are driving measurable business outcomes using data, insights, and proven frameworks like the Track Value Model (TVM).

**By attending this three-day event, I will have the opportunity to:**

* Learn more about the myTrack upgrade process and hear from other customers who have successfully migrated
* Gain strategic insights into MCi’s Maturity Curve framework and how we can leverage it to accelerate our value
* Understand how to quantify and communicate business value through the Track Value Model (TVM)
* Learn best practices for minimizing value leakage and maximizing vendor performance.
* Evaluate hands-on technology demonstrations to identify solutions that support our operational goals
* Connect with MCi experts and industry peers to exchange ideas and explore new approaches to solving common challenges
* Strengthen our long-term strategy through exposure to real-world use cases and future product innovation

**Estimated Cost Breakdown**

|  |  |
| --- | --- |
| **Expense Category** | **Estimated Cost** |
| Registration Fee | Complimentary |
| Airfare and Travel | [insert cost here] |
| Hotel Accommodation | $279/night × [2–3 nights] |
| Meals & Drinks | Complementary |
| **Approximate Total** | [insert total here] |

I hope you agree this opportunity will be a worthwhile investment. Please feel free to reach out to me with any questions. Thank you for taking the time to review my request!

Sincerely,

[Insert name here]