Customise this letter based on your workplaces’ priority areas and circumstances.

Dear ,

There is a conference coming up that is specifically designed for industry professionals working in the HITH space: The HITH Society of Australasia Annual Scientific Conference will run in Brisbane from 21 to 23 November 2018.

This undoubtedly is the premier professional development event for all those working in HITH and related services. The program this year focuses on the theme of ***Lead, Engage, Aspire, Research and Negotiate: LEARN in HITH.***

Past programs have received very positive feedback from attendees. I believe it will be an excellent opportunity not only to ***LEARN*** but also to network with others in the field.

The two-day conference has a combination of plenary keynote sessions, including two main plenary sessions from an international speaker in HITH; abstract & poster sessions on current research and practices; and hands on workshops. There is also the opportunity to network during the breaks, welcome reception and the dinner which are all included in the registration fee.

The program is developed by nurses, doctors and administrators in HITH with practical information that I will bring back to our workplace and be able to implement for myself and my colleagues.

Lastly, by supporting my attendance you will be investing in my own and my colleagues professional development as I bring the new knowledge and skills back with me.

Registration is $825. Please consider my request to attend and I would be happy to discuss this with you at your convenience.

Regards