Juniper Networks / NXTWORK 2017 Justification Letter

Dear [MANAGER’S NAME],

I recently received an email invitation to attend Juniper Networks Customer Summit – NXTWORK 2017 – and I feel this might be a worthwhile event to attend.

This is Juniper’s third annual customer-focused initiative and it clearly demonstrates their continued commitment to – and investment in – their customers. NXTWORK 2017 brings together networking professionals from hundreds of organizations ─ all innovating using Juniper technologies.

The agenda for this 2½-day conference – which takes place December 11 – 13 in San Francisco, California – looks informative and comprehensive – with keynote presentations from Juniper leadership and industry leaders, breakout session tracks, hands-on demonstrations, and free certification testing.

I think this may be an ideal opportunity to learn more about Juniper’s latest technologies, take some of their newest products for a ‘test-drive’, and see how we may be able to utilize their newest innovations to bring further value to our business. Equally important, it presents a chance to get together with other Juniper users to share technical experiences, industry perspectives, and best practices.

My top priorities for NXTWORK 2017 would be:*[NOTE: Address what you hope to learn, accomplish, benefits to projects, challenges to resolve, solutions to explore, ways to improve performance, increase productivity, etc.]*

Here’s an approximate breakdown of the costs to attend:

Travel and Transportation Expenses: $ \_\_\_\_

Accommodations (\_\_\_ nights at $249/night\*): $ \_\_\_\_

Meals (most are included in the Registration fee): $ \_\_\_\_

Customer Summit Pass (for 2 ½ days): $ 595\*

**Total estimated cost to attend**: $ \_\_\_\_

\*This reflects an Early Bird registration discount provided I register by November 1, 2017**.**

Should I attend, I’d be more than happy to submit a post-event summary after I return, as well as share relevant information with other staff members and departments so that we can optimize our investment in Juniper Networks solutions. 

Thanks for considering this request and I look forward to hearing what you think.

Regards,