**2025 SGA Operations Conference Attendance Request Letter**

Dear <SUPERVISOR>,

I would like to attend the 2025 Operations Conference (OpsCon), hosted by the SGA Natural Gas Association, scheduled for July 23–25, 2025, in Austin, Texas. This annual event is one of the most respected gatherings for operations professionals in the natural gas industry. It is designed to strengthen technical knowledge, improve operational practices and promote cross-functional collaboration across the energy value chain.

This year’s conference will include 60+ sessions and roundtables across key topics such as:

* Emissions Reduction and Methane Detection Technologies
* Cybersecurity and Risk Management
* ESG, Compliance, and Regulatory Updates
* Hydrogen Blending and System Integrity
* Predictive Analytics, Maintenance, and Asset Management
* Workforce Development and Operational Leadership

Sessions directly relevant to my role at <COMPANY NAME> include:  
<List the most applicable sessions that align with your responsibilities or department goals>.

The agenda also includes SGA’s new Pipeline Pairings program, a structured opportunity to engage in targeted 1:1 meetings with operator and service company leaders, and GasRocks, the signature networking event that supports informal, peer-to-peer exchange.

If multiple team members attend, we can take advantage of a group discount—teams of five or more receive 20% off registration. This is a practical way to extend value across our team while promoting consistency and alignment in our approach to operations.

By attending OpsCon, I’ll gain timely insights, practical tools, and industry connections that will support both near-term projects and long-term strategy for our team at <COMPANY NAME>. I’m committed to sharing key takeaways and actionable ideas with our broader group following the event.

The total cost to attend is approximately $XXXX. I believe this is a worthwhile investment in our continued operational excellence.

Thank you for considering this request.

Sincerely,  
<EMPLOYEE NAME>