YOUR APPROVAL REQUEST

Ask for approval in 2 minutes

Copy this email, adjust the parts in brackets, and send it to your manager with this kit attached.

Subject: Request to attend the G2 Risk Solutions Academy in [Barcelona/London]

Hi [Manager's name],

I'd like to attend the G2 Risk Solutions Academy in [Barcelona on 12–13 May 2027 / London on 10–11 November 2027]. It's a two-day, in-person course for merchant underwriting, onboarding, risk, and compliance professionals, with limited seats.

Why now: [one or two sentences on what's changing for our team, for example: we're onboarding merchants in new sectors, expanding into new markets, welcoming new team members, or adjusting to card scheme rule changes.]

What I'll bring back:
- The latest card scheme program updates and assessment trends, and what they mean for our decisions
- Practical ways to spot advanced transaction laundering and assess financial risk exposure
- Hands-on practice with a detailed test case dossier and real-life cases, which I can share with the team

Cost: €1,800 per seat if we book by [12 February 2027 / 10 August 2027] (standard rate €1,950), plus travel and accommodation of about [€ amount]. If [colleague names] join, three seats cost €5,250 in total.

Next step: if you approve, I can book directly by credit card or bank transfer.

I've attached a short summary with the agenda and pricing. Happy to talk it through.

Thanks,
[Your name]

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