**NAMMBA Leadership Academy**

To:

From:

Re: NAMMBA Leadership Academy

I’m writing to ask for your support to participate in NAMMBA’s 2022 Leadership Academy class. This is the only leadership development program specifically focused on providing emerging leaders with a macro view of the mortgage industry while providing professional development to grow my career.

The agenda covers a broad area of the mortgage industry (sales, operations, secondary marketing, servicing and compliance) and timely issues with respect to industry updates and professional development opportunities. In addition to the programming content, I will have an opportunity to meet peers from across the country and hear from leaders in the industry which will be valuable to helping me build a network which can assist with me increasing my performance to the organization.

In particular, I’d like to focus on finding takeaways that could help solve these business challenges:

* [add business challenge]
* [add business challenge]
* [add business challenge]

**Here’s an approximate breakdown of associated event costs:**

Airfare: $ NA

Hotel: (1 nights at $185)  $ NA

Registration Fee: $ 1,595 [Member Fee]

$ 1,895 [Non-Member Fee]

**Total: $ X,XXX**

I’m currently working on ways to reduce expenses, and ***the earlier I register, the more cost-effective it will be.*** I’ll also submit a post-event report that will include an executive summary, major takeaways and a set of recommendations. As applicable, I will share relevant information with key personnel throughout the company.

Thank you for your consideration. I look forward to your reply.

Regards,