Hi [Manager Name],

I'm requesting approval to expense a professional development course: Master Event Scheduling in a Weekend (Pro).

This is not a generic project scheduling course. It is training in event leadership through scheduling: how to build a single operating plan the team trusts, hold the line on boundaries and permits, and run build and show days with calm, clear control when reality shifts.

What I will be able to do better as a leader after this training:

- Walk onto site with one plan our whole team trusts, not multiple versions and confusion.
- Lead build days with clear intent and predictable sequencing, so the day stays steady under pressure.
- Protect the critical path so one late delivery does not quietly blow up the week.
- Make changes traceable and easy to follow so everyone knows what is current.
- Hold boundaries, permits and sign offs early and visibly, reducing shutdown and compliance risk.
- Run show days with disciplined readiness checks so key moments do not rely on hope and luck.
- Tighten handovers so nothing critical gets lost between shifts.

Why this justifies the investment:
The cost of poor scheduling shows up as rework, delays, supplier congestion, overtime, rushed decisions, and avoidable safety and compliance pressure. This course is designed to reduce that drag and lift our operational reliability. It also gives me a repeatable system I can share internally, not just personal learning.

What's included in Pro:

- Lifetime course access and lifetime community access
- Fortnightly live clinics
- Template pack
- 30-minute onboarding call (must be booked within 14 days of purchase)

Cost:
USD $399 (launch week USD $349). Receipt provided.

Risk free:
If I complete Module 1 within 14 days and it's not for me, there's a full refund.

If approved, I'll deliver a short internal share back for the team within two weeks: the key scheduling standards, the single source of truth approach, and a practical checklist we can use on our next event.

Thanks,
[Your Name]
[Role]
[Phone]