**Letter to Attend the 2019 Mindful Leadership Summit**

Good morning [insert supervisor’s name],

This past weekend I came across the [6th annual Mindful Leadership Summit](https://www.mindfulleader.org/2019-mindful-leadership-summit), November 14th-17th in Washington, DC. I would like to attend in order to bring the latest tools, actionable insights, and knowledge on the trends shaping Mindfulness & Compassion in the workplace back to [insert name of your organization].

According to a 2018 survey conducted by the National Business Group on Health and Fidelity Investments, 35 percent of employers offered mindfulness classes or training, and an additional 26 percent were considering adding programs in the future.

Mindfulness helps lower employee stress and improve productivity through freeing employees of habitual patterns of thinking, judging, feeling and acting, and may help them perform better, ignore distractions and make better decisions throughout the day.

Over the last 6 years, this annual event has brought together 3,540 leaders from over 34 countries. The Summit will include keynote talks, panel discussions, interactive workshops, practices, and opportunities to connect with experts and peers. With over 42 sessions I will learn how to be a better leader, transform workplace culture, improve team’s health & performance, and create a thriving people-centric organization.

Speakers include:

* **Executives and Organizational Leaders** from Microsoft, IBM, Novartis, the U.S. Senate, Humana, Washington Nationals, EnPro Industries, and the USDA Forest Service.
* **Professors & Researchers** around topics such as Neuroscience, Religion & Spirituality in the workplace, Langerian Mindfulness, McMindfulness, and Mindfulness at Work.
* **Thought Leaders and Practice Experts** speaking about Trauma-sensitive Mindfulness, Embodiment, Open-hearted Awareness, Breathwork, Mindful Movement, Organizational Development, Mindful Leadership, Positive Psychology, Integral Coaching, and Yoga & Wellness.

The cost to attend the Summit will be the registration fee, travel expenses, and hotel. The cost breakdown is listed below:

* Summit Fee -
* Airfare -
* Travel to & from Reagan National Airport -
* Hotel -

Thank you for your consideration and I hope we can discuss more this week!

Warmly,
[insert your name]