



[TODAY'S DATE]

[TO WHOM IT MAY CONCERN]:

I strongly believe that it would be a missed opportunity for **[YOUR ORGANIZATION]** if I do not attend **SOF Week 2025** in Tampa, Florida. This event serves as the premier gathering for the global SOF community, providing direct access to U.S. and international SOF leadership, government officials, and industry partners. With participation from over **100** countries, SOF Week offers a unique platform to engage with decision-makers and gain insight into the evolving priorities shaping modern special operations.

Below are my key reasons why my participation would be valuable:

1. **High-level discussions** on national security challenges, modernization efforts, and emerging threats, including AI, cyber warfare, partner force development, and irregular warfare.
2. **Industry engagement** will include industry-to-industry and industry-to-government meeting opportunities, networking events, and an exhibition hall showcasing cutting-edge technologies and capabilities tailored for the SOF community.
3. **Educational** sessions and USSOCOM briefings will provide deeper insight into capability development and acquisition priorities, helping organizations like ours align with the future needs of SOF forces worldwide. The full agenda can be found [here](#).

For your reference, you may view the SOF Week 2024 fact sheet [here](#).

I am interested in attending the conference to expand our business network and explore potential opportunities. After calculating the costs, I have determined that attendance would not be cost-prohibitive, totaling approximately **[\$XXX]**. The event is scheduled to take place from 5 - 8 May, 2025 and does not conflict with any other critical events on my schedule.

Thank you for considering this fantastic opportunity!

Sincerely,

[YOUR NAME & SIGNATURE]