

Subject: Request to Attend Rithum LIVE – September 25, 2025 (NYC)

Dear [Name],

I'm writing to request approval to attend **Rithum LIVE** on **September 25, 2025**, in **NYC**—a private, invite-only summit hosted by Rithum and designed for senior e-commerce and retail leaders.

I've personally been invited to this one-day event which aims to curate a group of experts from leading brands and retailers to exchange ideas, discuss challenges, and share forward-looking strategies to stay agile in today's fast-changing commerce landscape.

Here's how attending Rithum LIVE would benefit our team:

- **Real-world strategies from peer leaders** | There will be insights into how others are adapting to market changes; Rithum will highlight buyer behavior shifts, AI acceleration, and supply chain disruptions—all of which are relevant to our current challenges.
- **Exclusive access to Rithum's product vision** | Rithum will provide a long-term strategy and their upcoming innovations—valuable for aligning our internal planning with future platform developments.
- **Networking with peers in our space** | I'll be able to connect with other senior leaders through some of the built-in networking at the event
- **High-value, time-efficient format** | The event is just one day and includes all programming, meals, and networking in a tightly organized schedule.

I believe attending Rithum LIVE will help us stay ahead of industry shifts, build stronger relationships, and bring back ideas we can implement immediately.

Thank you for considering it.

Best regards,

[Your Name]