***Please use this as a template to send to your management team.***

Subject: Request for Approval to Attend the Bufab NAM Sustainability Summit

Dear [Manager’s Name],

I would like to request approval to attend the [Bufab NAM Sustainability Summit](https://app.smartsheet.com/b/form/ba8e2a7a816143b9a4c01abba75a1384), scheduled for May 12-13, 2025, in Asheville, NC. This summit is an invaluable opportunity to gain insights, strengthen industry relationships, and explore actionable sustainability strategies that align with our company’s goals. Bufab has been recognized by *TIME Magazine* as one of the [top 500 most sustainable companies worldwide](https://time.com/collection/worlds-best-companies-sustainable-growth-2025/), making this an excellent opportunity to learn from their proven sustainability practices and industry-leading expertise

Key Topics Covered & Direct Benefits to Our Organization

Attending this summit will provide firsthand insights into Bufab’s sustainability journey and how we can apply best practices to enhance our own sustainability initiatives. Key areas of focus include:

✅ **Where Bufab is in Sustainability** – Understanding how Bufab has successfully embedded sustainability into its business model and how we can implement similar strategies.

✅ **Our Path & Journey** – Learning the steps to take toward greater sustainability and how to align our roadmap with proven methods.

✅ **Engagement with Suppliers** – Exploring best practices for working collaboratively with suppliers to meet sustainability goals, improve compliance, and drive efficiency.

✅ **Challenges We Face** – Gaining insights into the common challenges in achieving sustainability and how companies are overcoming them.

✅ **Reducing Our Footprint** – Discovering strategies to reduce emissions, optimize energy use, and minimize waste in our operations.

✅ **Sustainable Materials & Circularity** – Learning about the latest advancements in sustainable materials and circular economy principles that can improve our product lifecycle and cost-efficiency.

**✅ Risk Within Our Supply Chain** – Identifying potential risks and vulnerabilities in supply chain sustainability and how to mitigate them effectively.

✅ **How We Can Partner Together to Be Better** – Understanding opportunities for collaboration across the supply chain to drive sustainable innovation and long-term growth.

**The Business Case for Sustainability: How It Saves Money & Enhances Our Brand**

Investing in sustainability doesn’t just improve environmental impact—it also reduces costs and strengthens market position. Here are some compelling statistics:

**Cost Savings:**

* **Energy Efficiency:** The Energy Efficiency Movement reports that industries worldwide could save $437 billion annually by 2030 through enhanced energy efficiency.
* **Operational Performance:** A study by Oxford University and Arabesque Partners found that 88% of companies with strong sustainability practices experience improved operational performance.

**Enhanced Reputation & Competitive Advantage:**

* **Consumer Preference:** A PDI Technologies study found that 68% of U.S. consumers are willing to pay more for products from sustainable companies.
* **Brand Value:** The World Economic Forum found that companies implementing ethical supply chain practices can enhance brand value by up to 30%.

By attending this summit, I will gain insights on how we can apply these best practices to drive cost savings, strengthen our sustainability strategy, and position our company as a leader in the industry.

**Additional Benefits of Attending**

🔹 Industry Collaboration – Connect with sustainability leaders, suppliers, and like-minded professionals to exchange best practices.  
🔹 Expert-Led Discussions – Gain valuable insights from keynote speaker Michelle Witt, a sustainability expert with over 20 years of experience in sustainable manufacturing and corporate responsibility.  
🔹 Practical Takeaways – Leave with actionable strategies that can help improve our sustainability initiatives, reduce costs, and enhance compliance with regulatory requirements.

**Cost & Logistics**

Cost: Free to attend (Travel & lodging at a special rate of $199 per night)  
Venue: Embassy Suites Asheville Downtown – 192 Haywood St, Asheville, NC 28801  
Dates: May 12-13, 2025

I am confident that the insights and connections gained from this event will provide a strong return on investment for our company’s sustainability initiatives. I would be happy to provide a post-event summary with key takeaways and actionable recommendations.

Please let me know if you need any additional information. I appreciate your consideration and look forward to your approval.

Best regards,