Dear **[INSERT SUPERVISOR’S NAME]**,

I am writing to request your support to attend **[PRE- AND/OR – POST-CONFERENCE WORKSHOPS]** at the Davis Global Center (DGC) in Omaha, Nebraska, to be held in conjunction with the International Association of Forensic Nursing’s (IAFN) 2025 International Conference on Forensic Nursing Science & Practice. IAFN is the world’s leader in forensic nursing.

**[THIS/THESE]** workshops offer an invaluable, unique opportunity to learn and/or deepen skills using best-in-class simulation training. The DCG, located the University of Nebraska Medical Center Campus, is a highly advanced clinical simulation facility purposefully designed to foster the practice of patient care in highly-functioning and effective interprofessional teams.

During the workshops, I would be using newly developed genital anatomy models, unique to the DGC and IAFN, and forensic nursing experts will teach and provide real-time feedback. Only 14 workshops will be offered, with 20-30 openings per workshop, and **registrations are limited to 200 participants per day. Early registration is critical to ensuring a spot.** My preferred workshops are **[LIST PREFERENCES]**.

**[INCLUDE IF YOU ATTENDED #IAFN2024]** Last year, I attended IAFN international conference, including sessions that addressed **[LIST SESSION TOPICS HERE]**, where I learned how to make improvements to our practice **[LIST IMPROVEMENTS/INNOVATIONS HERE].**

Any of these unique workshops would be extremely valuable for me to attend and would help me to achieve our forensic nursing program goals and my professional goals. It’s a great opportunity for me to learn best practices and solutions for our facility, and earn contact hours.

Workshops will be held August 18 and August 21. **[INCLUDE IF YOU LIVE IN THE MIDWEST/REASONABLE DISTANCE FROM OMAHA: MY TAKING ADVANTAGE OF HAVING REGIONAL ACCESS, WITH RELATIVELY LOW TRAVEL COSTS, TO CUTTING-EDGE, WORLD CLASS TRAINING, WOULD BE AN EXCELLENT INVESTMENT.]** The would be **[PERSONALIZE BASED ON YOUR LOCATION, TRAVEL, NEED FOR HOTEL NIGHT(S).]** I believe my participation at a pre- and/or post-conference workshop affiliated with IAFN’s 2025 International Conference on Forensic Nursing Science and Practice is a wise investment for the organization that will pay off with the many benefits of attending.

Please let me know if you have any questions about the conference.

Sincerely,

**[INSERT NAME]**