Dear SUPERVISOR NAME:

I would like to request funding to attend the [**TMS 2022 Annual Meeting & Exhibition**](https://www.tms.org/TMS2022) **(TMS2022)** to be held February 27–March 3, 2022, in Anaheim, California. Participating in TMS2022 will give me access to state-of-the art information on my field and provide me with ample resources for education and professional development. It also provides me opportunities to connect and develop working relationships with international colleagues.

TMS2022 begins on Sunday, February 27, with a networking reception, followed by four full days of technical programming, a three-day exhibition, and a number of networking and social events. In total, more than 90 symposia will be presented in 14 technical topics. I will also have access to the full programming of three co-located meetings: Diversity in the Minerals, Metals, and Materials Professions 4 (DMMM4); Furnace Tapping 2022; and REWAS 2022.

Following the close of the conference, I will have access to recorded presentations from all participating presenters. My registration fee also includes electronic access to the published conference proceedings.

TMS2022 is the latest in a series of annual conferences held by The Minerals, Metals & Materials Society. The meeting typically attracts more than 4,000 minerals, metals, and materials scientists and engineers from throughout the world.

In order to receive the best rate on conference attendance, I should register by January 18, 2022. I can also receive a discounted rate on rooms at the Anaheim Marriott, where a number of meeting activities take place, if I book through the TMS2022 website.

Thank you for your consideration and financial support of my attendance at this important technical meeting.

Sincerely,

INSERT YOUR SIGNATURE