

Dear [ADMINISTRATOR/SUPERVISOR NAME],

I am submitting this request for approval to attend the 2027 Hold the Line K9 Conference, being held June 8–10, 2027, at the Knoxville Convention Center in Knoxville, Tennessee.

Attending this conference would provide me with the opportunity to further my knowledge and skills as a K9 handler through instruction focused on current practices, techniques, and developments within the law enforcement K9 industry. Continuing education of this kind directly benefits both our K9 team and our department by allowing me to bring updated knowledge and training concepts back to our agency, helping us operate more effectively and safely while serving and protecting our community.

In addition to formal instruction, the Hold the Line K9 Conference provides a unique opportunity to interact with law enforcement and military K9 handlers from across the country. These interactions allow handlers to exchange experiences, discuss training methods and operational challenges, establish valuable professional contacts, and build relationships with others working in the K9 field.

The conference also features an extensive vendor hall where attendees can see and evaluate K9 equipment, training tools, technology, safety products, and other resources in person—many of which I would not otherwise have the opportunity to see or evaluate firsthand. This provides an additional benefit when considering future equipment, training, or resources for our K9 program.

I am respectfully requesting authorization to attend this conference and, if applicable, approval for the associated registration, lodging, travel, and related expenses.

I believe the education, professional networking, and exposure to current K9 training and equipment provided by the Hold the Line K9 Conference would be a valuable investment in my continued development as a handler and would ultimately benefit [DEPARTMENT/AGENCY NAME] and the community we serve.

Thank you for your consideration of this request.

Respectfully,



Conference Information

2027 Hold the Line K9 Conference

June 8–10, 2027

Knoxville Convention Center

701 Henley Street

Knoxville, TN 37902

Conference Registration:

Full Conference Pass: \$350 through May 24, 2027

**Beginning May 25, 2027: \$395*

Single-Day Pass: \$225 through May 24, 2027

**Beginning May 25, 2027: \$250*

www.htlk9.com/registration

Host Hotel Options:

Marriott Knoxville Downtown— \$169/night

(directly across from Knoxville Convention Center)

Hilton Knoxville— \$159/night

(3 minute walk from Knoxville Convention Center)

Direct links to book rooms: www.htlk9.com/lodging

K9s are not required to attend but are welcome in the room blocks.

Conference hotel rates must be booked by May 8, 2027, subject to availability.

**Discounted onsite parking is available for \$29/night,
with additional offsite parking options available for as low as \$7/night.**

Meals & Refreshments:

Meals ***are not provided*** as part of conference registration.

Light appetizers will be provided during the evening vendor hall socials.