**Justification Letter for Industry Participant:** Please modify this letter as you see fit for your individual case. The registration fees can be found on the Registration page [here](https://www.aiche.org/sbe/conferences/metabolic-engineering-conference/2018/registration).

Dear <supervisor's name>,

I would like to attend the IMES [Metabolic Engineering 12 Conference](https://www.aiche.org/sbe/conferences/metabolic-engineering-conference/2018/registration) in Munich, Germany on June 24-28, 2018. The presentations in the conference are tailored to address metabolic engineering of microorganisms, eukaryotic cells, and the application of metabolic engineering in industry, such as big volume chemicals and high value molecules. Other topics that are also addressed include systems biology, synthetic biology, adaptive evolution, and the assembly of metabolic pathways. The conference will also feature <name of speaker>, who does cutting edge research in the field of <field>, and some of his/her work/papers relate to <specific topic attendee is looking into>. This conference will give me the opportunity to network with other professionals in the industry, as well as leading researchers in academia. These interactions will allow me to further my knowledge regarding the new research and innovations in <insert topic>, as well as to see how other companies in the industry implement these new innovations successfully. Since my paper was accepted for an oral/poster presentation, I will also be able to share my ideas with leading researchers and exhibitors. The information that I will obtain from this conference will be valuable and could be applied to <company name>’s activities, so it is a worthwhile investment for the future.

In order to attend the Conference, I am requesting funding for the following:

Roundtrip Airfare: <$xxxx>

Transportation: <$xxxx>

Conference Fee (includes 4 nights at hotel and most meals): <$xxxx>

Meals not covered by hotel fee: <$xxxx>

The total costs associated with attending this conference are: <$xxxx>.

Please note that the full cost of the conference is <$xxxx> but will be reduced to <$xxxx> if registration is completed by May 6, 2018.

The opportunity for me to meet with other members of industry and be exposed to a wealth of new information will help me to discover new innovations and ideas that could be applied to the work I am currently doing. Please let me know if you have any specific questions, and I would be glad to discuss more about the conference as well as its value to <insert name of company>.

<Your signature block here>

**Justification Letter for Academic Participant:** Please modify this letter as you see fit for your individual case. The registration fees can be found on the Registration page [here](https://www.aiche.org/sbe/conferences/metabolic-engineering-conference/2018/registration).

Dear <supervisor's name>,

I would like to attend the IMES [Metabolic Engineering 12 Conference](https://www.aiche.org/sbe/conferences/metabolic-engineering-conference/2018/registration) in Munich, Germany on June 24-28, 2018. The presentations in the conference are tailored to address metabolic engineering of microorganisms, eukaryotic cells, and the application of metabolic engineering in industry, such as big volume chemicals and high value molecules. Other topics that are also addressed include systems biology, synthetic biology, adaptive evolution, and the assembly of metabolic pathways. The conference will also feature <name of speaker>, who does cutting edge research in the field of <field>, and some of his/her papers relate to <specific topic attendee is looking into>. The conference will give me the opportunity to network with other professionals in the industry as well as leading researchers in academia. These interactions will allow me to see how research like mine is being implemented in industry, as well as so see the different approaches taken to research relating to the field. Being exposed to the research of so many other labs will help me to discover ideas which would be used to further my own research. Since my paper was accepted for an oral/poster presentation, I will also be able to share my ideas with leading researchers and exhibitors. The information that I will obtain from this conference will be valuable and could be applied to <name of lab>’s activities, so it is a worthwhile investment for the future.

In order to attend the Conference, I am requesting funding for the following:

Roundtrip Airfare: <$xxxx>

Transportation: <$xxxx>

Conference Fee (includes 4 nights at hotel and most meals): <$xxxx>

Meals not covered by hotel fee: <$xxxx>

The total costs associated with attending this conference are: <$xxxx>.

Please note that the full cost of the conference is <$xxxx>, but will be reduced to <$xxxx> if registration is completed by May 6, 2018.

The opportunity for me to meet with leading researchers and be exposed to a wealth of new information will have a substantial impact on my research. Please let me know if you have any specific questions, and I would be glad to discuss more about the conference as well as its value to the <insert name of lab>.

<Your signature block here>