



FULLY LOADED

AN EVENT OF
NSSF
The Firearm Industry
Trade Association

JANUARY 19-22, 2021 SANDS EXPO CENTER + CAESARS FORUM, LAS VEGAS, NEVADA

— SAMPLE LETTER ONLY —

[DATE INSERTED]

TO: [INSERT SUPERVISOR NAME, TITLE]

FROM: [INSERT OFFICER NAME, TITLE]

SUBJECT: Training and New Equipment Review Opportunity for [INSERT OFFICER NAME]

In January, there is a trade event where our agency will have access to every major manufacturer and equipment supplier of the latest firearms, protective equipment and accessories, as well as specialized training sessions for law enforcement. We can discuss our [INSERT AGENCY OR DEPARTMENT NAME] specific needs directly with manufacturers, and we can learn from and share knowledge with other agencies — especially all of the protocols, procedures and new policies impacting agencies around the country. With your permission, I would like to attend The Shooting, Hunting and Outdoor Trade ShowSM (SHOT Show[®]), January 19-22, 2021, on behalf of our agency.

While the SHOT Show is well-known in the shooting sports industry, many people don't realize the extensive law enforcement and armed forces applications also present at the show. Nearly one-third of the SHOT Show's exhibit halls are dedicated to protection equipment and tactical accessories needed by law enforcement, SWAT teams, private security and the armed forces. More than 650 exhibits at the show are manufacturers and distributors wanting to meet with law enforcement agencies and personnel. If you approve my request to attend, I will be sure to review the latest technology in communication products, eyewear, hearing protection, optics, scopes, sights, and training and safety equipment, plus the latest releases of new firearms and accessories.

New This Year: In order to adhere to the guidelines of social distancing, there will be NO ONSITE registration. This means I must be registered and approved by January 6 in order to attend the 2021 SHOT Show.

Cancellation Policy: The SHOT Show's standard **NO REFUND** policy is in place if our agency chooses to cancel. If the SHOT Show is not permitted to take place, I must be registered by December 1 in order to qualify for the 100% investment refund policy.

2021 SHOT Show Attendance/Travel Breakdown:

SHOT Show Registration: LE Buyers.....\$35
Non-Buying LE.....\$225

Plus travel and overnight expenses

I hope you will consider and approve my participation in this event. I look forward to bringing back the insights gained to share with our entire department.

Sincerely,

[INSERT YOUR NAME, TITLE]