



SSOW

APPROVAL KIT

Whether you're seeking budget or building buy-in, this Approval Kit provides everything you need to make a strong case for your attendance.

Inside, you'll find:

- A simplified **expense breakdown** to estimate total investment
- A concise “**Convince Your Boss**” letter for internal justification
- Direct contact information for **support and questions**

Use this guide to demonstrate how attending SSOW will deliver actionable insights and practical solutions you can bring back to campus.

September 15 - 18, 2025

Houston, TX



Why Attend?

1

Discover Tactical Strategies to Drive and Prove Value

See how top SSO leaders are using AI, automation, and process innovation to cut costs, deliver insights, and prove their impact across the business. **Explore this year's topics [here](#).**

2

Benchmark Where It Matters Most

Compare your approach to data, process excellence, and workforce management in tailored tracks designed for candid exchange. No fluff, just practical comparisons and shared lessons from the trenches.

3

Stay Ahead of Shared Services & GBS

Get ahead of what's next. Explore the latest trends reshaping SSOs— from GenAI and digital-first operations to agile teams and citizen-led innovation.

4

Walk Away with Real-World Tools

Leave with more than ideas. From cash flow wins to workforce redesign, take home frameworks and Case Studies you can apply right away to transform and elevate your function.



Not sure if this is the right event for you?

Ask yourself:

Are the topics being covered focused on my priorities?

View the full Event Guide [here](#).

Does this event work within my budget?

See the breakdown on Page 4.

Do I see value in attending with my colleagues?

Ask us about group pricing on Page 5!

If you answered "Yes" to two of the three questions, you need to be at SSOW!



Convince Your Boss Letter

Dear **[Approving Manager]**,

I'd like to request approval to attend Shared Services & Outsourcing Week (SSOW), taking place September 15–18 in Houston. This event gathers leaders across shared services and global business services to tackle challenges directly tied to our priorities—like driving efficiency, applying AI and automation, managing hybrid teams, and proving the value of shared services to the broader business.

Unlike general finance or HR events, SSOW is purpose-built for practitioners solving the exact types of issues we're navigating: optimizing core processes, integrating data and technology, and evolving shared services from transactional to strategic.

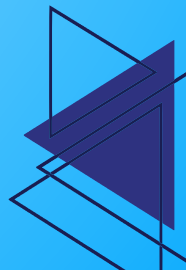
By attending, I'll gain:

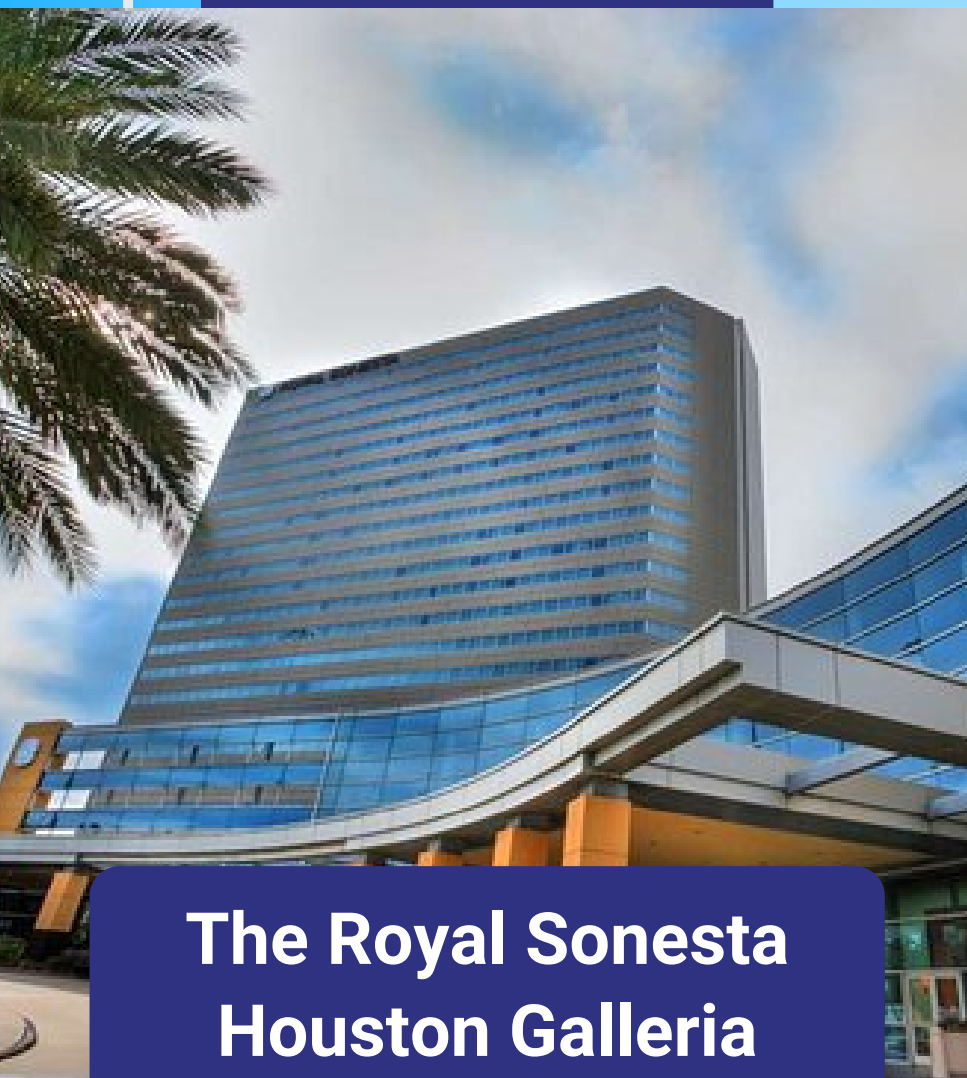
- Proven strategies and case studies in areas like O2C, S2P, and R2R
- Benchmarking insights on data, process, and workforce effectiveness
- Access to senior-level shared services leaders and solution partners

This directly supports our 2025 goals around **[insert objective]**—e.g., process optimization, workforce transformation, operational efficiency, or value demonstration].

Please let me know if you'd like more details on the agenda or how this aligns with our priorities.

Best Regards,
[Your Name]





The Royal Sonesta Houston Galleria

2222 West Loop South
Houston, TX
77027

Learn more [here](#).

Expense Worksheet

Registration (See pricing) \$_____

Round Trip Flight \$_____

Discounted Hotel (See pricing) \$_____

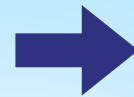
Total \$_____

Breakfast and lunch are complimentary. Learn what else is included through our partnership with The Royal Sonesta Houston Galleria [here](#).

SSOW

Secure Your Spot

Join the largest and longest running shared services conference in the world. Make sure to take advantage of our Early Bird Rates before they expire!



BOOK ONLINE NOW

Get In Touch

Need help registering or have any questions? Feel free to contact the SSOW team at enquiry@iqpc.com and ask about our group discounts!



EMAIL US

“Who’s Going to SSOW?” Great Question!

AECOM



Google



L'ORÉAL

