Updated Process for Requesting Employee Participation at Tony Robbins Events!

To streamline event planning and ensure smooth participation, we've created a straightforward process for requesting to attend upcoming Tony Robbins events.

Here's how to request attendance:

1. **Submit Your Request:**

   o **Employee:** Email your manager **at least 12 weeks before the event** to request participation.

   o **Manager:** Approve the request and send it to HR at HumanResources@tonyrobbins.com at least 10 weeks prior to the event.

2. **HR Confirmation:**

   o HR will confirm your approval 8 weeks before the event date. Once approved, submit your event request here: Event Request Form

3. **Travel & Lodging Arrangements:**

   o HR will coordinate with the Events team and you will be contacted to finalize your travel and lodging arrangements.

Important Notes:

- Some events may have limited availability—requests will be processed on a first-come, first-served basis.

- If you can no longer attend an event you've signed up for, please notify us as soon as possible.

- For more information, refer to the Employee Comp Reward Program along with the Employee Travel Policy Document.