

[Your Name]  
[Current Firm Name]  
[Your Phone Number]  
[Your Email Address]

[Date]

[Recruiting Partner/Hiring Manager Name]  
[Target AmLaw 100 Firm Name]  
[Firm Address]  
[City, State, Zip Code]

Dear [Mr./Ms./Mx. Last Name],

I am writing to formally express my interest in joining [Target Firm Name] as a Partner within the [Practice Area] group. As a practitioner with [Number] years of experience at [Current Firm/Previous AmLaw Firms], I have built a robust practice focused on [Specific Sub-Sector/Specialty]. I am particularly drawn to [Target Firm Name] due to its [specific firm strength, e.g., global footprint, preeminent litigation department, or collaborative culture].

My current practice generates approximately \$[Amount] million in annual billings, with a portable book of business estimated at \$[Amount] million. My client base includes [Types of Clients, e.g., Fortune 500 companies, Private Equity funds, or Tech Startups], many of whom have expressed a strong desire to continue our relationship at a platform that offers the specific resources available at [Target Firm Name].

Specifically, I believe my expertise in [Key Expertise] complements your existing strengths in [Specific Department]. I am confident that your firm's platform will allow me to better serve my existing clients through [Reason, e.g., enhanced cross-selling opportunities or deeper regulatory bench] while contributing to the growth of your [Specific Office or Practice Group].

Enclosed please find my curriculum vitae and a brief summary of my representative matters. I am prepared to provide a detailed Lateral Partner Questionnaire (LPQ) and business plan upon request. I look forward to the possibility of discussing how my practice aligns with the strategic goals of [Target Firm Name].

Thank you for your time and consideration.

Sincerely,

[Your Signature]

[Your Printed Name]