

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

[Date]

[Recruiting Partner Name]
[Hiring Partner or Practice Group Leader]
[Boutique Firm Name]
[Firm Address]

Re: Lateral Partner Application - [Your Practice Area]

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

I am writing to formally express my interest in joining [Boutique Firm Name] as a Partner within the [Practice Area] group. As a practitioner with [Number] years of experience specializing in [Specific Legal Niche], I have long admired [Boutique Firm Name]'s reputation for providing high-stakes, specialized counsel and its commitment to a client-centered boutique environment.

Currently, I am a Partner at [Current Firm Name], where I have built a robust practice focusing on [Briefly Describe Key Focus]. My portable book of business consists of [Type of Clients, e.g., Mid-market tech companies/Private equity funds], representing approximately \$[Amount] in annual billings. I am seeking to transition to a boutique platform where my expertise can be more integrated with a specialized team, allowing for greater flexibility in fee structures and a more entrepreneurial approach to client service.

I believe my practice is highly synergistic with [Boutique Firm Name]'s existing strengths in [Mention a specific firm achievement or practice area]. Specifically, I see significant opportunities for cross-selling and collaboration in [Mention Potential Synergy]. My goal is not only to relocate my existing clients but to actively contribute to the strategic growth and mentorship culture of your firm.

Enclosed are my CV and a representative matters list. I have also prepared a formal business plan and lateral partner questionnaire, which I am happy to provide upon request. I look forward to the possibility of discussing how my practice and experience align with the long-term vision of [Boutique Firm Name].

Thank you for your time and confidentiality regarding this inquiry.

Sincerely,

[Your Signature]

[Your Printed Name]