

[Your Name]  
[Your Phone Number]  
[Your Email Address]  
[Link to LinkedIn Profile/Professional Website]

[Date]

[Hiring Partner/Recruiting Committee Name]  
[Law Firm Name]  
[Firm Address]  
[City, State, Zip Code]

Re: Lateral Partner Application - Intellectual Property Practice

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

I am writing to formally express my interest in joining the Intellectual Property practice at [Law Firm Name] as a Lateral Partner. With [Number] years of experience specializing in [Patent Prosecution/IP Litigation/Trademark Portfolio Management], I have built a robust practice and a portable book of business valued at approximately \$[Amount] in annual billings.

Currently, as a Partner at [Current Firm Name], my practice focuses on [Briefly describe specific sector, e.g., Life Sciences, Tech, or High-Stakes Litigation]. My client base includes [Types of clients, e.g., Fortune 500 companies or high-growth startups] who rely on my expertise for [Specific service, e.g., complex PTAB proceedings or global IP strategy].

I am drawn to [Law Firm Name] because of its [Specific reason, e.g., renowned litigation platform, global reach, or collaborative culture]. I am confident that your firm's resources will provide the ideal environment to further scale my practice while offering my existing clients enhanced support across complementary practice areas.

Enclosed please find my curriculum vitae and a summary of my representative matters. I am prepared to provide a detailed Lateral Partner Questionnaire and business plan upon request. I look forward to the possibility of discussing how my expertise and client base align with the strategic goals of [Law Firm Name].

Sincerely,

[Your Signature]

[Your Printed Name]