

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

[Date]

[Hiring Partner/Recruiting Director Name]
[Target Firm Name]
[Address]

Re: Lateral Partner Application - [Practice Group Name] Leadership

Dear [Mr./Ms. Last Name],

I am writing to formally express my interest in joining [Target Firm Name] as a Partner within the [Practice Group Name]. With over [Number] years of experience specializing in [Specific Legal Area], including a successful tenure as [Current Title/Leadership Role] at [Current Firm], I am confident that my portable book of business and leadership expertise align with your firm's strategic growth objectives.

Currently, I manage a diverse portfolio of clients ranging from [Type of Clients, e.g., Fortune 500 companies to private equity firms]. My practice generates approximately \$[Amount] in annual billings, with significant opportunities for cross-selling in [Related Practice Areas, e.g., Tax, Litigation, or IP]. I am seeking to transition to [Target Firm Name] because of your firm's reputation for [Specific Firm Strength] and its robust platform which will allow me to better serve my clients' global needs.

In my leadership capacity, I have a proven track record of:

- Managing and mentoring a team of [Number] associates and counsel.
- Increasing practice group revenue by [Percentage]% over the last [Number] years.
- Implementing strategic business development initiatives that secured [Specific Key Client].

I am eager to discuss how my transition can contribute to the continued success and expansion of [Target Firm Name]. Attached please find my professional biography and a summary of my representative matters. A formal lateral partner questionnaire and detailed business plan are available upon request.

Thank you for your time and consideration. I look forward to hearing from you.

Sincerely,

[Your Signature]

[Your Printed Name]