

[Your Name]  
[Your Address]  
[Your Phone Number]  
[Your Email Address]  
[Date]

[Recruiting Partner or Director Name]  
[Law Firm Name]  
[Firm Address]

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

I am writing to express my strong interest in an Associate position with [Law Firm Name] in the [Practice Area] group, beginning in [Month/Year] following the completion of my federal clerkship. I am currently serving as a Law Clerk to the Honorable [Judge's Name] of the United States [District/Circuit] Court for the [District Name].

My tenure in chambers has provided me with a unique perspective on the judicial decision-making process and refined my skills in legal research, analytical writing, and courtroom procedure. During my clerkship, I have [briefly mention a key responsibility, e.g., drafted orders on complex motions for summary judgment or assisted in several federal trials]. This experience has equipped me with a deep understanding of federal practice that I am eager to apply to the sophisticated matters handled by [Law Firm Name].

Prior to my clerkship, I [mention law school honors or previous firm experience]. I am particularly drawn to [Law Firm Name] because of its reputation for excellence in [specific practice area or recent case] and its commitment to [firm value or professional development]. I am confident that my clerkship experience, combined with my academic background, makes me a valuable addition to your team.

Attached are my resume, a writing sample, and my law school transcript. I would welcome the opportunity to discuss my qualifications with you in an interview. Thank you for your time and consideration.

Sincerely,

[Your Name]