

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

[Date]

The Honorable [Judge's Full Name]
United States Court of Appeals for the [Circuit Number] Circuit
[Court Address]
[City, State, Zip Code]

Dear Judge [Last Name]:

I am writing to formally apply for a judicial clerkship in your chambers for the [Year-Year] term. I am currently a [Year] student at [Law School Name], where I serve as [Position, e.g., Executive Editor] of the [Law Review Name].

My interest in appellate litigation stems from [briefly mention experience, e.g., a specific internship, clinic, or moot court competition]. During my time at [Law School/Previous Employer], I have developed rigorous legal research and writing skills. Specifically, [mention a specific project, brief, or published note]. These experiences have prepared me to analyze complex legal issues and contribute effectively to the appellate process.

I am particularly drawn to your chambers because of [mention a specific reason, such as the judge's recent opinions, background, or reputation for mentorship]. I am confident that my academic background and commitment to clear, concise legal analysis would allow me to serve your chambers well.

Enclosed please find my resume, law school transcript, a writing sample, and a list of references. Thank you for your time and for your consideration of my application. I look forward to the possibility of discussing my qualifications with you.

Respectfully,

[Signature]

[Your Printed Name]