

[Partner Name]
[Law Firm Name]
[Office Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]

[Date]

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

RE: Recommendation for [Applicant Name]

Dear Judge [LastName]:

It is my distinct pleasure to recommend [Applicant Name] for a federal judicial clerkship in your chambers. I am a partner at [Law Firm Name] in the [Practice Group] department, where I have worked closely with [Applicant Name] for the past [Time Period] in [his/her/their] capacity as a [Summer Associate/Junior Associate].

During [Applicant Name]'s tenure at our firm, I have supervised [him/her/them] on several complex matters, including [mention 1-2 specific types of cases or transactions]. [Applicant Name] consistently demonstrated an exceptional ability to distill complicated legal issues into clear, persuasive prose. In one particular instance involving [briefly describe a legal challenge], [Applicant Name] produced a research memorandum that was instrumental in shaping our litigation strategy. [His/Her/Their] work product is equivalent to that of a senior-level associate.

Beyond [his/her/them] analytical skills, [Applicant Name] possesses the temperament and professional maturity required for the demanding environment of federal chambers. [He/She/They] is a diligent researcher, a meticulous editor, and a collaborative team member who handles high-pressure deadlines with poise. [Applicant Name] also demonstrated a deep commitment to legal ethics and a profound respect for the judicial process.

I am confident that [Applicant Name] possesses the intellect, work ethic, and integrity to be an outstanding clerk for your chambers. I give [him/her/them] my highest recommendation without reservation.

If I can provide any further information to assist in your evaluation, please do not hesitate to contact me.

Sincerely,

[Partner Signature]

[Partner Printed Name]