

[SAMPLE COVER LETTER MID LEVEL ATTORNEY – CORPORATE (BANKRUPTCY)]

Date

Ms. Sally Recruiter  
Director of Legal Personnel  
CoolFirm, LLP  
101 First Street  
Los Angeles, CA 90001

Dear Ms. Recruiter:

I am an attorney admitted in New York and California currently practicing with BigFirm in New York. I am writing in response to your position listing for a mid-level bankruptcy attorney. I am originally from Los Angeles and, after several years of practice in New York, I am excited to return permanently to California. My interest in CoolFirm is primarily based on the firm's preeminent bankruptcy practice.

During my three years at BigFirm I have gained experience in both litigation and transactional matters, but have found my primary interest to be in the area of bankruptcy. While at BigLaw, I have assisted clients in both Chapter 7 and 11 filings and related litigation, and have re-negotiated loan agreements with lenders and co-counsel. In addition, I offer my legal services pro bono to the New York Foreclosure Remediation Program, which assists victims of predatory loans by renegotiating more favorable terms. As a student at Stanford Law School, I first developed an interest in bankruptcy through my coursework and my summer experience with the U.S. Securities and Exchange Commission.

I believe that my legal experience coupled with my education will allow me to make a significant contribution to your firm. Enclosed is a copy of my resume for your review and I am available at your convenience for an interview. Please feel free to contact me if you require any additional materials. Thank you for your consideration.

Sincerely,

Name