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To Whom It May Concern:

I would like to apply for a place on the ByrneWallace Internship Programme as advertised on your website. I am currently studying for an LLB in Law at the Technological University Dublin. I am aware that your programme is open to applications from final year students only, but as I am deeply interested in your firm, I have submitted an application as I am in my penultimate year of my three year course.

I am particularly interested in joining ByrneWallace as I believe you operate in a number of fields, which I admire. I note that Chambers regard “excellent commercial awareness” as one of your strengths, also highlighting that you are widely respected in the corporate realm. As I am taking a module in Media/IP Law, I am particularly interested in your Intellectual Property department. During the first year of my degree, I studied a module entitled Core Legal Skills, which gave a brief introduction to the legal profession, and after much research and thought I decided that to train and practice as a solicitor was my ultimate career goal. Having reviewed your website I can tell that ByrneWallace strives to provide interns with a well-rounded education, surrounded by those respected in their field.

 In return, I believe I have much to offer ByrneWallace. I am a very dedicated, diligent, and passionate worker, which is demonstrated by reference to my extra-curricular achievements and work record. I am extremely self-motivated and, following my research, I am very determined to train as a Solicitor. Teamwork is an essential feature of life as a solicitor and within my academic pursuits and work life I have demonstrated that I can work individually and I have also participated and collaborated with others frequently. I firmly believe that my undergraduate studies have given me a great insight into the law, which I consider to be an essential attribute of a solicitor. I am fully committed to the ByrneWallace Internship Programme and am convinced that I can successfully navigate my way through the programme to becoming an important and valued member of the ByrneWallace team.

I have enclosed my CV for your attention. I would be delighted to attend for interview at any convenient time and I greatly look forward to hearing from you.

 Yours sincerely.

Annabel Biddulph