80 Beatty Grove,

Celbridge,

Co.Kildare,

04/04/2016

Sandra Fox,

Byrne Wallace,

88 Harcourt Street, Dublin 2

Dear Ms Fox,

**Re: Summer Internship Programe**

My name is Charlotte Kirby and I am writing this letter as I wish to apply for the Summer Internship Programme 2016 in Byrne Wallace. It was recommended by Padraic Murray and Jim Watters of James Watters Solicitors that I write to you with regards to this.

I am currently finishing my penultimate year of study of Law in Trinity College Dublin. So far I have found the course material both stimulating and challenging. Being introduced to the world of Law has been an eye-opening and an incredibly empowering experience, which I would greatly appreciate continuing at Byrne Wallace this Summer.

Having done research on the firm, I was impressed not only by its status as one of Ireland’s largest law firms but also by its wide ranging areas of practice. In particular, the sectors of Employment Law and Commercial Litigation which I have studied this year and have would be very interested in having some practical experience in.

I will be graduating May 2017 after which I hope to obtain a traineeship and continue my study of the law to become a solicitor. The Byrne Wallace Summer Internship is a brilliant opportunity to get a real insight into the legal world and will allow me to experience first-hand, the role and responsibilities of a Trainee solicitor.

I think the skills I have acquired throughout my studies and work experience have accurately prepared me for this internship. My course has involved a great deal of independent research, critical analysis and a lot of self-motivation, while previous jobs I have had have always emphasized teamwork, efficiency and exceeding customer and employer expectations. I regard this internship as an invaluable chance to learn from and work with the best. I can think of nowhere better to nurture my skills, enhance my knowledge and help develop my future legal career, than Byrne Wallace. I have the capability and drive to take on the responsibility of this internship and the necessary enthusiasm and determination to make it a successful one.

Yours sincerely,

Charlotte Kirby