**Claire Kelly.**  
 5 Rye River Mall,  
 Dun Carraig,  
 Leixlip,

Co. Kildare.  
 Tel: (083) 4402849  
 Email: c-kelly-12@hotmail.com   
Byrne Wallace,   
87-88 Harcourt Street,  
Dublin 2,

Ireland.

24th February 2016.  
  
Dear Sir/Madam,  
  
Re: Application for Summer Internship Position.   
  
I am writing to you in relation to your current Summer Internship Programme for Summer 2016. I found out about this programme through your website.  
  
I am a final year LLB student in Maynooth University and am very interested in immersing myself into a commercial legal environment. I have researched your prestigious firm in depth and feel your collegial and proactive atmosphere is definitely somewhere where I could excel. I am a very organised and reliable person who pays great attention to detail; this trait of mine has been developed through my active role in ELSA (European Law Society Association) Ireland. I am treasurer of the organising committee for both national and international competitions. I also organise the cultural outings for the foreign competitors for the national competitions. This has taught me a lot about the importance of meeting deadlines.  
I work as a brand ambassador for the Old Jameson Distillery, which through experience has embedded the importance of being a team player and supporting an environment of partnership. Working for a big company like Pernod-Ricard has instilled within me a degree of commercial awareness as I was always encouraged to sit in on town-hall meetings where the companies strategies and goals were being discussed with the opportunity to be innovative and contribute.   
I have a great interest in completing tax exams after college therefore would love the chance to gain some experience and learn how knowledge in this aspect could benefit the everyday life of a solicitor in a commercial firm.   
  
Through my college experiences and working life, I have become a resilient person, capable of taking on leadership roles, and can adapt well under pressure. Law is a static area, which means that the learning never ends; this is how it continuously feeds my ambition especially when I am faced with a problem as I view it as an opportunity to broaden both my knowledge and expertise.

The impressive list of awards your firm has won for example “Client Choice Awards Winner”, “Employment Law Team of the Year, 2015” is an outstanding recognition of the high level of expertise your firm provides. This makes it very appealing for a student like me who has a fresh slate and is eager to learn from the best.  
  
Yours faithfully,  
Claire Kelly.