Kate Crotty

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Beth Onslow

HR Generalist

ByrneWallace

88 Harcourt Street,

Dublin 2

1 February 2019

**Re: Summer Internship**

Dear Ms Onslow,

I wish to apply for your firm’s summer internship programme in June 2019.

I am a fourth year Business and Law student in UCD. I have achieved a high 2.1 grade in my recent Christmas exams and have maintained a consistent 2.1 grade average throughout college. Always intending to have a career in law, I have undertaken modules in Constitutional, Contract, Company, Property, Tort, EU and Criminal Law.

From my undergraduate studies, my legal work experience last summer in A&L Goodbody and from growing up in a third-generation legal family, I know I want to pursue a career in law, especially a career in a corporate law firm. I think that ByrneWallace would be a good fit for me. I believe I possess the necessary characteristics for a career as a successful solicitor. I strive for perfection and take due care when drawing up documentation and attending to client needs. I relish the opportunity to solve problems and work well as part of a team, which sport has taught me to do.

I have an understanding of the requirements and the hard work involved in becoming a solicitor. Legal issues are a regular topic of conversation at home as my father Martin Crotty is a Council member of the Law Society and current Chairman of the Regulation of Practice Committee in the Law Society. He has also taught me the learned skill of confidentiality and privacy and the importance of discretion in all legal dealings.

Being a Business and Law student, my interests are expansive and varied and I can appreciate the challenges faced by a business and law firm like that of ByrneWallace. I am confident that I have the necessary prior skills and talents to learn from your firm’s expertise and to benefit your company on the whole. Given ByrneWallace’s high-standing in the Irish legal industry, I would be delighted to further my understanding of the law in practice and gain hands on experience in the extensive practice areas of your firm.

I would love the opportunity to meet with you and to discuss this in greater detail and I look forward to hearing from you.

Yours sincerely,

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Kate Crotty