

Jordan Thompson

January 16, 2026

Acme Corporation

RE: Freelance To Full Time Estate Planning Attorney

Dear Hiring Manager,

I am excited to apply for the Freelance To Full Time Estate Planning Attorney position at Acme Corporation, which I discovered on LinkedIn. With over five years of experience in estate planning and a strong commitment to helping clients navigate the complexities of their financial futures, I am eager to contribute my expertise to your esteemed firm.

During my freelance practice, I successfully assisted over 150 clients in creating comprehensive estate plans tailored to their unique situations. One of my notable achievements was guiding a family through the intricate probate process, ultimately saving them over \$100,000 in taxes and fees through strategic asset allocation and trust formation. Additionally, I developed a series of workshops aimed at educating clients on the importance of estate planning, which resulted in a 40% increase in my client base within a year.

I am particularly drawn to the opportunity at Acme Corporation because of your commitment to providing personalized legal services. I am confident that my blend of legal knowledge and client-focused practice will align well with your firm's values. I would welcome the chance to discuss how my background, skills, and enthusiasm for estate planning can contribute to your team's success. Thank you for considering my application, and I look forward to the opportunity to speak with you soon.

Sincerely,

Jordan Thompson