

# Jordan Taylor

January 16, 2026

Acme Corporation

RE: Internship Family Law Attorney

Dear Hiring Manager,

I am thrilled to apply for the Internship Family Law Attorney position at Acme Corporation, which I discovered through my university's career portal. With a strong passion for family law and a commitment to supporting clients during some of their most challenging moments, I am eager to contribute to your team while continuing to develop my legal skills.

During my time as a volunteer at the local family court, I assisted legal aid attorneys in preparing case materials for hearings. I played a pivotal role in organizing evidence and drafting motions, which contributed to a successful outcome in a complex custody case. Additionally, I completed an internship with a nonprofit organization focused on domestic violence advocacy, where I helped clients navigate the legal system and provided them with information on their rights. This experience solidified my understanding of the sensitive nature of family law and the importance of compassionate representation.

I am particularly drawn to Acme Corporation due to your commitment to providing holistic legal services that prioritize client well-being. I am eager to bring my research, writing, and client communication skills to your firm and learn from your experienced attorneys. I would love the opportunity to discuss how I can contribute to your team further. Thank you for considering my application, and I look forward to the possibility of working together.

Sincerely,

Jordan Taylor