

# Jordan A. Mitchell

January 16, 2026

Acme Corporation

RE: Internship Personal Injury Lawyer

Dear Hiring Manager,

I am writing to express my enthusiasm for the Internship Personal Injury Lawyer position at Acme Corporation, as advertised on your careers page. As a second-year law student at the University of Washington, I have a strong passion for personal injury law and am eager to contribute to your team while gaining invaluable experience. My coursework in tort law and civil litigation has provided me with a solid foundation, and I am excited about the opportunity to apply my knowledge in a practical setting.

During my studies, I completed an internship with the Seattle Legal Aid Society, where I assisted in drafting legal documents and conducting client interviews. One notable case involved a client who suffered a severe injury due to a slip-and-fall accident. I worked directly with the supervising attorney to prepare a comprehensive case file, which ultimately led to a favorable settlement for the client. This experience not only honed my legal research and writing skills but also reinforced my commitment to advocating for those who have been wronged. Additionally, I volunteered as a legal researcher for a nonprofit organization focusing on workers' compensation claims, where I successfully identified key precedents that strengthened our position in negotiations.

I am particularly drawn to Acme Corporation because of your reputation for standing up for clients' rights and your commitment to community service. I would be thrilled to bring my dedication and skills to your esteemed firm. I am eager to discuss how my background and experiences make me a strong candidate for this internship. Thank you for considering my application; I look forward to the opportunity to speak with you further.

Sincerely,

Jordan A. Mitchell