

## **PETER J. GIBBONS**

118 North First Street • Madison, WI 53706 • (608) 555-5309 • PGibbons@wisc.edu

September 12, 2023

William A. Lumbergh, Esq.  
Dewey, Cheatem & Howe  
100 Whitney Way  
Madison, WI 53708

Dear Mr. Lumbergh:

I am first-year student at the University of Wisconsin Law School writing to express my interest in working for Jones & Smith in summer of 2024. I am particularly interested in practicing business law in New York City, with a focus on real estate. Given your firm's outstanding reputation in those fields, I am eager for the opportunity to bring my experience and skills to your team.

My practical experience working as a legal assistant at a law firm gives me a solid foundation in transactional law. I have first-hand experience with due diligence through which I have demonstrated my attention to detail and ability to process and distill large amounts of data efficiently. I am continuing to build my substantive understanding of business law as 1L Representative with the Business and Tax Law Student Organization, organizing and attending numerous related events. I am eager to continue to broaden my experience with business law as a summer law clerk with your firm.

Additionally, I have a demonstrated ability to thrive under pressure, having been a server, and then a manager, at a restaurant throughout my undergraduate education. This also demonstrated my excellent time management skills, as I maintained a strong academic performance while working.

Finally, I am eager to return to New York after law school, having grown up in White Plains and worked there for two years before law school. For the above reasons, I believe that my skills and interests, as well as my commitment to practicing real estate law, will make me a great fit for your firm. Thank you for your time and consideration.

Sincerely,

Peter J. Gibbons