

Attorney Cover Letter

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February 15, 2016

Ms. Katie Johnson
Human Resources Coordinator
Potter & Cook, LLP
1133 Michelson Drive
Irvine, CA 92604

Dear Ms. Johnson:

I am an attorney and a graduate of Chapman University Dale E. Fowler School of Law. My former employer, Mr. Mark Grace, a land use attorney with the Natural Resources Defense Council, recommended that I apply to Potter & Cook because of its strong land use and environmental practices. I believe that my legal experience in environmental law and my experience in real estate development with Marky & Milli would make me an effective associate attorney at your firm.

During law school, I had the opportunity to work at Natural Resources Defense Council (NRDC) as a law clerk, and I was able to thoroughly research and write legal documents to better protect the environment in Los Angeles County. For example, I was charged with writing a motion to stop a large corporation from dumping waste onto a piece of property they owned. My thorough research enabled me to find the key statutory and regulatory prohibitions against this behavior, and the court granted the motion. I will bring this same level of legal research and writing to cases at your firm.

Currently, I work as an associate at Marky & Milli, a real estate development firm in Los Angeles. In this role, I review all real estate transactions, such as purchases, leases, inspections, and appraisals, and negotiate transactions. I am given increased responsibility with these documents because my supervisor has recognized my eye for detail. For example, I was able to identify a legal title issue in a transaction for a multi-million dollar business client that allowed them to avoid a transactional trap and future litigation. While I am learning more about this practice area and gaining hands-on experience at the firm, I am looking to continue my career in Orange County, and I hope to contribute to Potter & Cook's land use and environmental practice.

Please feel free to contact me should you have any questions. I welcome the opportunity to discuss this position with you. Thank you for your time and consideration.

Sincerely,

A handwritten signature in cursive script, appearing to read "Signature".

Typed Name