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December 15, 20XX

1.

Deborah Davis
Staff Attorney
Farmers' Legal Action Group, Inc.
46 E. 4th St., Suite 1301
St. Paul, MN 55101-1109

2.

Dear Ms. Davis (or Dear Deborah Davis):

I am a first-year student at Yale Law School seeking a summer internship at the Farmers' Legal Action Group. I worked for your former classmate, Tara Lewis, at the College of Agriculture and Life Sciences at Cornell University. She recommended that I contact you knowing that your organization works on the issues that most interest me. Born and raised in the Midwest, and I plan to return this summer and after graduation.

3.

FLAG's work on behalf of family farmers and their communities is extremely appealing to me. I understand that through litigation, Congressional testimony, publications, and training events, your attorneys and staff have helped thousands of farmers to remain solvent and protect their farms. Your service on behalf of minority farmers fighting discrimination in agricultural policies is of particular interest, though I would gladly work in any of your focus areas. I am drawn to your organization because I have a long-standing interest in agriculture, which is why I pursued an undergraduate degree in plant breeding. Although I find my scientific background provides a terrific framework for understanding farmers' concerns, since my undergraduate days my interests have turned more to include the social, legal, and policy issues surrounding the farming industry.

4.

My agriculture-related experience as well as my burgeoning legal skills will be of service to your organization. As an undergraduate, I studied and conducted research to assist in developing novel breeding methods which are commercially appealing and environmentally sustainable. During a year as a visiting student in Australia, I studied international agricultural techniques, policies, and laws which culminated in a thesis-length examination of global wheat production. That work led me to law school. Here at Yale, I am adapting my analytical and writing skills to law through coursework and membership on the *Yale Law & Policy Review*. I am particularly keen to lend my research and writing skills to the work of the YLS Environmental Law Clinic this spring term.

5.

Enclosed you will find my resume, a legal writing sample, a reference list, and my undergraduate transcript, as you have requested in your job posting. I will forward you my law school transcript when it is available in January. Please note that first semester classes are graded on a credit/fail basis.

I look forward to the opportunity to speak with you further and would be delighted at the chance to interview with someone in your office. I will contact you at the beginning of January to see whether an interview might be arranged. For your information, Yale would fund my work at your office if you do not have funding for summer interns. Thank you for your consideration.

Sincerely,

Olympia Offender

Sample Student

Enclosures

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Robin Gee

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Journal of the American Veterinary Medical Association American Veterinary Medical Association,2017 *The Law Times Reports* ,1877 Wisconsin Lawyer ,1996-02 **Contractor's Guide to Change Orders** Andrew M. Civitello,William D. Locher,2002 This second edition is the essential guide to handling the critical area of change orders for the construction industry It shows contractors what they need to do when clients make changes in a building project Comprehensive information about how to identify and assign costs to all added components back up their prices document their findings negotiate and resolve change order disputes to their advantage and much more Valuable tips on finding

attorneys and key consultants to help win in court when all else fails and dozens of ready to use tools sample forms word for word letters and checklists to save contractors time and work are also included

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