

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email]  
[Your Phone Number]  
[Date]  
[Judge's Name]  
[Court Name]  
[Address of the Court]  
[City, State, Zip Code]

Dear Judge [Last Name],

I am writing to express my interest in the judicial clerkship position in your chambers for the [specific term, e.g., 2024-2025] term. I am currently a [your year, e.g., second-year] law student at [Your Law School], where I have developed a strong foundation in legal research, writing, and analytical skills that I believe would be valuable in your chambers.

During my time at [Your Law School], I have excelled in courses such as [relevant courses], and I have had the opportunity to work as a [your relevant experience, e.g., research assistant, intern, etc.]. These experiences have honed my ability to analyze complex legal issues and draft clear, concise legal documents. Additionally, I have participated in [extracurricular activities, e.g., moot court, law review], which have further enhanced my advocacy and public speaking abilities.

I am particularly drawn to your court's work in [specific area of law, e.g., criminal law, civil rights, etc.], and I am eager to assist in [specific tasks or projects relevant to the judge's work]. I admire your commitment to [mention any relevant aspect of the judge's career or philosophy], and I would be honored to learn from your expertise.

Thank you for considering my application. I have enclosed my resume and transcript for your review. I look forward to the possibility of discussing my application with you and learning more about the opportunity to serve in your chambers.

Sincerely,

[Your Name]

[Enclosure: Resume, Transcript]