

ADDRESS OF WORK EXPERIENCE PLACE

YOUR ADDRESS
EMAIL ADDRESS
PHONE NUMBER

DATE

Dear *(Name of person)* Call the firm and get the name of the person who deals with work experience applications.

Re: Work Experience week commencing (date of week)

I am a pupil in year 12 at Newcastle School and am studying for my A Levels. The school has provided a week in which we can undertake work experience.

At the moment, I have an interest in Law, I am studying A-level in Law and a topic which I find interesting is criminal law because I enjoy learning about the multitude of criminal offences and the applicable law/defences. I also enjoy learning about rules of evidence/litigation- *provide details as to why.*

I feel that work experience with your *chambers/firm* would help me to decide whether I seek to pursue a career in law and also whether I should follow the solicitor/barrister route. I note that your firm specialises in *crime/family/litigation* and these are all areas in which I have a particular interest.

I would very much like to obtain work experience in the field of law and would be grateful if you could accommodate this in the week commencing *(date)*.

I look forward to hearing from you.

Yours sincerely,

NAME