

[Your Full Name]
[Your Phone Number]
[Your Email Address]
[Your LinkedIn Profile URL]

[Date]

[Hiring Manager Name]
[Title]
[Firm Name]
[Firm Address]

Dear [Mr./Ms./Mx. Last Name],

It is with great enthusiasm that I am writing to express my interest in the [Position Title] role at [Firm Name], as recommended to me by [Referral Name], [Referral's Title/Relationship]. Having followed the firm's recent work on [Specific Project or Deal], I am deeply impressed by your commitment to [Specific Firm Value or Specialty].

[Referral Name] spoke highly of the collaborative and high-stakes environment at [Firm Name], which aligns perfectly with my background in [Current Industry/Role]. During my tenure at [Previous Company], I developed a specialized skill set in [Key Skill 1] and [Key Skill 2], allowing me to deliver bespoke solutions for [Type of Client]. I am confident that my ability to [Specific Achievement or Task] will contribute directly to the boutique excellence your clients expect.

I am particularly drawn to [Firm Name]'s reputation for [Specific Reputation Point]. Unlike larger firms, I appreciate the agility and personalized attention your team provides, and I am eager to bring my proactive approach to your current initiatives.

Thank you for your time and consideration. I have attached my resume for your review and look forward to the possibility of discussing how my experience aligns with the strategic goals of your team.

Sincerely,

[Your Signature]
[Your Printed Name]