

# [FULL NAME]

[STREET ADDRESS] [CITY, STATE, ZIP]  
[PHONE NUMBER] [EMAIL ADDRESS] [LINKEDIN URL]

[Date]

[Recruiter Name or Hiring Manager Name]

[Title, e.g., Head of Lateral Recruiting]

[Elite Boutique Firm Name]

[Firm Address]

[City, State, Zip]

Dear Mr./Ms. [Last Name],

I am writing to express my strong interest in the [Analyst / Summer Analyst] position at [Firm Name], as advertised through [Source]. Having followed [Firm Name]'s recent involvement in [Specific Deal/Transaction] and its reputation for providing bespoke strategic advice to [Specific Industry] clients, I am eager to contribute my technical proficiency and rigorous work ethic to your lean deal teams.

Currently, as a [Current Role/Student] at [University/Current Firm], I have developed a robust foundation in financial modeling, valuation techniques, and industry research. During my tenure at [Previous Experience], I successfully [Action/Achievement, e.g., built a 3-statement model for a \$500M acquisition] which resulted in [Result/Impact]. This experience sharpened my attention to detail and my ability to perform under high-pressure environments, qualities I know are essential for the high-touch service model at [Firm Name].

What specifically attracts me to [Firm Name] is your firm's [Specific Value, e.g., entrepreneurial culture / sector-focused expertise]. Unlike larger bracket firms, [Firm Name]'s lean structure offers Analysts significant responsibility and direct exposure to senior bankers and high-profile mandates. I am confident that my quantitative skills, combined with my commitment to excellence, align with the standards of your firm.

Thank you for your time and consideration. I welcome the opportunity to discuss how my background and technical skills can contribute to the continued success of [Firm Name].

Sincerely,

[Full Name]