

Formal official letter for legal government internship

Subject: Application for Legal Internship

Dear [Hiring Officer's Name],

I am writing to formally apply for the legal internship position at [Government Department/Agency]. I am pursuing my [Degree] at [University Name], with a focus on [area of law relevant to government work].

I have gained experience in legal research, drafting legal memoranda, and policy analysis through my coursework and volunteer work. I am eager to contribute these skills to support the department's objectives and gain practical insight into public sector law.

Please find my resume attached. I would be grateful for the opportunity to discuss my application further.

Sincerely,

[Your Name]

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