

APPENDIX VII - EMAIL REQUEST FOR INFORMATIONAL INTERVIEW

Sample 1

Subject line: Greetings from a colleague of Joe Simone

Dear Ms. Crown:

I am a xxxx LL.M. student from Stanford Law School and am writing at the suggestion of Joe Simone, my former supervisor at [law firm]. I recently moved to Bay Area and Joe believed that you might be an excellent source of information about the trademark law practice in the Bay Area.

Prior to enrolling at Stanford's Law, Science and Technology Program, I worked as an associate at [law firm's] Intellectual Property Group for 4 years in China, where I gained substantial experience in PRC trademark prosecution, enforcement and portfolio management. My studies at Stanford have expanded the scope of my understanding in this area and exposed me to the updated legal developments and debates in the United States and rest of the world.

At this stage, I wish to learn more about how I might use my law training and prior experience to be involved in trademark law practice in the Bay Area; and I am especially interested in any suggestions you may have that will identify long-term opportunities here.

I would greatly appreciate it if I could talk with you in person for 10-15 minutes
I look forward to meeting you.

Sincerely,

Law Student

EMAIL REQUEST FOR INFORMATIONAL INTERVIEW – Sample 2

Dear Ms. Partner:

I was referred to you by Anita Associate from BigLaw Firm. Anita and I met years ago through our mutual close friend, Barry Bowers. She recommended you as an excellent source of information within the legal industry and, in particular, the antitrust practice area.

After working for several years as associate in the Brussel's office of [Law Firm], I am now enrolled in Stanford's corporate governance program and I would be interested in finding an opportunity to work in the U.S. I would really appreciate any guidance or advice that you can provide on career paths or opportunities in the area.

Thanks so much in advance, for any insight and advice you would be willing to share. I look forward to contacting you early next week to set up a brief telephone informational interview.

Thank you for your consideration.

Larry Student