Respected (Name),

Hope you find this in good health. Yesterday I received an email from your secretary that basically told me that you have suggested my name for the junior partner (Job Type and Position) of the firm in the meeting two days back. (Describe in your own words). I was extremely honored and happy, to say the least. I am glad that you saw potential in me that I will be able to justify the job of a (Job Type and Position) at (City and area name)’s top law firm. (Describe actual cause and situation).

Regardless of what will be the decision of board I would like to say that I will always remember this great gesture of yours and if I get the job I will try my best to make you proud of your decision! (Cordially describe your greetings).

Regards,

Your name…

Signature…