

Dear OCI Participant,

Are you staying with friends or family for your callback interviews? Or sharing a hotel room with another Duke student during your callbacks? If so, please consider participating in the Public Interest Law Foundation OCI Callback Program. The PILF Callback Program asks participating firms to make a donation to PILF in lieu of funding hotel costs for each Duke law student who opts to stay with friends or family members, or double-up with another student, when traveling on callback interviews.

Firms generally are eager to donate the cost of your hotel stay to the **Public Interest Law Foundation** through our **OCI Callback Program**. When scheduling your callback interview, simply inform the recruiting coordinator that you will not need a hotel, and request that the firm instead make a donation to PILF. It is easy for the firm to direct a donation to PILF through Duke Law's online giving page.

Here is a sample email that you can send to your recruiting coordinators. If you feel uncomfortable emailing the coordinator directly, PILF is glad to do so on your behalf. Please email your callback dates, law firm names/recruiting coordinator names and email contact information to [PILF volunteer] at [email address], and PILF will reach out to your recruiting coordinators on your behalf.

**Law firms that have participated in the PILF OCI Callback Program in the past include:**

- Allen & Overy
- Arent Fox LLP
- Ashe, Rafuse & Hill
- Baker & Daniels
- Bingham McCutchen
- Bryan Cave LLP
- Cadwalader, Wickersham & Taft LLP
- Choate Hall & Stewart LLP
- Cleary Gottlieb Steen & Hamilton LLP
- Cooley LLP
- DLA Piper
- Drinker Biddle & Reath
- Faegre Benson LLP (*now* Faegre Baker Daniels LLP)
- Foley Hoag
- Fried Frank
- Gibson, Dunn & Crutcher
- Goodwin Procter
- Gunderson Dettmer
- Holland & Knight
- Howard Rice, Nemerovski, Canady, Falk, & Rabkin
- Irell & Manella
- Jeffer, Mangels, Butler & Marmaro
- Jones Day
- Kelley Drye
- King & Spalding
- K&L Gates
- Latham & Watkins

- Litchford & Christopher
- Milbank, Tweed, Hadley & McCloy LLP
- Morgan, Lewis & Bockius LLP
- Paul Hastings
- Perkins Coie
- Proskauer Rose
- Robins, Kaplan, Miller & Ciresi
- Seward & Kissel
- Sheppard, Mullin, Richter & Hampton
- Simpson, Thacher & Bartlett
- Squire, Sanders & Dempsey
- Sutherland, Asbill & Brennan
- White & Case
- White & Williams
- Wilmer, Cutler, Pickering, Hale & Dorr

Here is a sample email that you may wish to use in contacting your law firm recruiting coordinators about the PILF OCI Callback Program:

Dear [Recruiting Coordinator],

Thank you for the opportunity to interview with [Law Firm] on [date]. I plan to stay with [friends/family] during my trip and will not need a hotel reservation. In lieu of the cost of my hotel stay, I would be grateful if you would consider making a donation to Duke Law School's Public Interest Law Foundation as part of its annual OCI Callback Program fundraiser.

Through the OCI Callback Program, firms donate the cost of unused hotel stays to the Public Interest Law Foundation (PILF). PILF is a student-run fundraising organization that provides grants to Duke Law students engaged in summer internships with public interest and public service organizations. Your donation will help fund students to engage in otherwise unpaid public interest and public service internships next summer.

Donations to PILF can be made online by going to: [gifts.duke.edu/law](https://gifts.duke.edu/law). Choose "Public Interest Law Foundation" under the Designations section to make your donation. Your firm will receive a receipt from the Duke Records Office in recognition of your tax-deductible charitable donation to PILF. If you encounter any issues or have any questions, please contact Sondra Haithcock in the Alumni and Development Office at [haithcock@law.duke.edu](mailto:haithcock@law.duke.edu) or 919-613-7017.

Thank you again for your time and for your continued assistance throughout this interview process. I look forward to my upcoming interview with your firm.

Sincerely,  
[Your name]