Visiting Hospitality Suites

**Why Go?**

**Learn more about the firm**
Whether you have an interview or not, stopping by a firm’s “hospitality suite” – the hotel room that the firm has dedicated to welcoming students and discussing the firm – is a great idea:
- To show interest in the firm.
- To ask questions.
- To get a sense for the people at the firm and the firm’s culture.
- [If you’re interviewing] Learn something about your interviewer.

**Pick up additional interviews**
Hospitality suites represent an opportunity to connect with firms and make a personal pitch as to why they might interview you. There’s no need to go into sales mode immediately; but after some small talk you should mention your interest in interviewing. Some tips:
- **Have your materials ready,** (see “Can I Bring Anything”) but there is no need to thrust them at the recruiter immediately.
- **Illustrate your interest in the firm.** If you attended an event on-campus or a reception at their firm, met with an attorney, or wrote the firm directly, mention this so the firm knows you’ve shown interest in them.
- **Don’t assume the interaction will lead to an interview.**

**What Can I Expect?**

- **Hospitality!** Many firms offer food and drinks, as well as marketing materials and tchotchkes (lovingly referred to as “swag”). You should partake, but it is inappropriate to walk in and take food or swag without talking to anyone.
- **Conversation.** Attorneys and recruiters circulate around the suites, making conversation with students and answering questions. Be prepared with a few questions when you walk in.
- **Interviews?** Some firms use the suite as a site for staging additional interviews outside of their schedule. If you walk in and express an interest in interviewing, know that it’s not unheard of to be asked to interview on the spot.
- **Volume.** Lots of students want to speak to firm representatives. Don’t overstay your welcome – 20 minutes is about as long as you’ll want to stay.

**Do I Have a +1?**

- It can be a great idea to visit suites with a friend . . . but try not to talk amongst yourselves the whole time. Avoid attending as part of a pack of students.
- Remember that you are there to gain information, express interest in the firm, and make a positive impression.

**Can I Bring Anything?**

To ensure you’re a good guest at the suite, bring with you:
- Resume
- Transcript (unofficial)
- References
- Writing Sample

*Firms may not want to take all of these documents from you in the suite – many ask for only a resume – but be prepared in case they want more.

**What the Firms are Saying:**

- “It’s always a good idea to stop by a hospitality suite if you may be interested in that particular firm – whether or not you interviewed that day with them or not. It will not only give you the opportunity to chat with additional people and learn more about the firm, but it will give the recruiters and other attorneys the opportunity to get to know you.”
- “Introduce yourself as soon as you come in to the hospitality suite. If everyone is already talking to someone, take a look around a bit, grab a bite to eat or a drink, and wait for someone to open up or to approach you. Most of the time the Recruiter and/or Attorneys in the hospitality suite will take the lead on the conversation by asking you questions (how’s your day going?, are you interviewing with us?, how many interviews have you done/do you have left?) but you should also be prepared with some questions, which will differ depending on whether you’re interviewing with the firm or not.”
- “Be respectful and courteous to recruiters. If you don’t, it will likely come back to haunt you – we don’t hesitate to share with our attorneys if students are rude to us.”