

# Media Internship Offer Letter

Date: [Insert Date]

[Intern's Name]

[Intern's Address]

[City, State, Zip Code]

Dear [Intern's Name],

We are pleased to offer you an internship position in the marketing department at [Company Name]. This internship will provide you with hands-on experience in the media industry, specifically in marketing strategies and campaigns.

## Internship Details:

- **Position:** Marketing Intern
- **Start Date:** [Insert Start Date]
- **Duration:** [Insert Duration]
- **Location:** [Insert Location]
- **Stipend:** [Insert Stipend Details]

Your primary responsibilities will include assisting with market research, content creation, social media management, and supporting our marketing campaigns. You will work closely with our experienced team to gain valuable insights into the marketing processes within the media industry.

Please confirm your acceptance of this internship offer by signing and returning this letter by [Insert Response Deadline]. If you have any questions or need further information, feel free to contact us at [Contact Information].

We look forward to welcoming you to our team!

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Company Address]

[City, State, Zip Code]

[Contact Information]

**Acceptance:**

I, [Intern's Name], accept the internship offered by [Company Name] as outlined above.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_