

Feedback Letter for Internship Completion

Date: [Insert Date]

To: [Intern's Name]

[Intern's Address]

Dear [Intern's Name],

We are pleased to inform you that you have successfully completed your internship with [Association Name]. We appreciate your contributions and dedication throughout your time with us.

Your performance demonstrated a strong understanding of [specific skills or tasks]. Your ability to [mention any specific achievements or contributions] has significantly impacted our team.

We highly value your enthusiasm and professionalism, and we believe you have a bright future ahead. We encourage you to continue developing your skills and pursuing your career goals.

Thank you once again for your hard work and commitment during your internship. We wish you all the best in your future endeavors.

Sincerely,

[Your Name]

[Your Position]

[Association Name]

[Contact Information]