

# Letter of Appreciation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my heartfelt gratitude for the opportunity to intern at [Company Name] during this past [duration of internship]. The experience has been invaluable to my personal and professional growth.

The level of support and encouragement that I received from the entire team was exceptional. I am particularly grateful for the chance to [mention any specific tasks or projects], which allowed me to gain hands-on experience in the hospitality industry.

Thank you once again for your kindness and guidance. I look forward to staying in touch as I continue my career path.

Sincerely,

[Your Name]