

Internship Application Letter

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the remote internship position at [Company Name] as advertised on [where you found the internship]. I am currently a [Your Degree] student at [Your University] and I am eager to apply my skills and passion for [relevant field/industry] in a practical setting.

My experience in [relevant experience or skills] has equipped me with the necessary skills to contribute effectively to your team. I am particularly drawn to [Company Name]'s commitment to [specific company value or project], and I am excited about the opportunity to contribute to such initiatives remotely.

Enclosed is my resume for your review. I welcome the chance to discuss how my background, skills, and enthusiasms align with the goals of [Company Name]. Thank you for considering my application. I look forward to the opportunity to speak with you.

Sincerely,

[Your Name]