

Response to Internship Invitation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[Recipient's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

Thank you for offering me the opportunity to join [Company's Name] as a Technology Intern. I am excited about the prospect of contributing to your team and gaining valuable experience in the field.

I confirm my acceptance of the internship position and look forward to starting on [start date]. If there are any documents or further information required before my start date, please let me know.

Thank you once again for this incredible opportunity. I appreciate your confidence in me and look forward to working with the team.

Sincerely,

[Your Name]