

Letter of Appreciation

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient's Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I hope this message finds you well. I wanted to take a moment to express my heartfelt appreciation for the incredible company culture I experienced during my tech internship at [Company Name].

Throughout my time here, I was truly impressed by the collaboration, innovation, and support that defines your team. The welcoming environment and encouragement from both peers and leadership fostered a space where I felt empowered to learn and contribute.

I am especially grateful for [specific experience or opportunity], which allowed me to [brief description of what you learned]. This experience has significantly enhanced my skills and reinforced my passion for technology.

Thank you once again for the invaluable experience. I look forward to staying connected and hope to cross paths in the future.

Sincerely,

[Your Name]