

# Request for Internship Reference

Dear [Supervisor's Name],

I hope this message finds you well. I am writing to kindly request your assistance in providing a reference for me as I apply for an internship position at [Company/Organization Name].

During my time at [Your Current Position/Job Title] under your supervision, I have gained invaluable experience and skills, and I believe your insight into my work ethic and contributions would greatly enhance my application.

If you agree to be my reference, I would be happy to provide you with any details regarding the internship role and the skills the employer is looking for.

Thank you very much for considering my request. I truly appreciate your support!

Best regards,

[Your Name]

[Your Email]

[Your Phone Number]