

Your Name

Your Address

City, State, Zip Code

Email Address

Phone Number

Date

Hiring Manager

Company Name

Company Address

City, State, Zip Code

Dear Hiring Manager,

I am writing to express my interest in the internship position in event management at [Company Name] as advertised on [where you found the internship listing]. As a student majoring in Tourism Management at [Your University], I am eager to apply my knowledge and skills in a practical setting and contribute to your team.

Through my academic coursework and volunteer experiences, I have developed a strong foundation in event planning, marketing strategies, and customer service. My role as a volunteer coordinator for [Event Name] helped me enhance my organizational skills and ability to work effectively under pressure.

I am particularly impressed by [specific project or aspect of the company] and believe that my passion for event management and commitment to excellence would allow me to contribute positively to your organization.

I have attached my resume for your review and would be grateful for the opportunity 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 possibility of working together.

Sincerely,

Your Name