

# Inquiry for Editorial Internship Position

Dear [Hiring Manager's Name],

I hope this message finds you well. My name is [Your Name], and I am currently a [Your Year, e.g., junior] at [Your University] majoring in [Your Major]. I am writing to express my interest in the editorial internship position at [Company Name] as advertised on [where you found the listing].

With a passion for storytelling and a keen eye for detail, I am eager to contribute to your team and develop my skills further within the editorial field. I have experience in [mention any relevant experience or skills, e.g., writing for a college newspaper, editing articles, etc.], and I believe that my proactive approach and enthusiasm for learning would make me a valuable asset to your team.

I would be grateful for the opportunity to discuss potential internship openings or the possibility of shadowing your team. Thank you for considering my inquiry. I look forward to the possibility of contributing to [Company Name].

Sincerely,  
[Your Name]  
[Your Email]  
[Your Phone Number]