[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email]
[Your Phone Number]
[Date]

[Professor's/Employer's Name]
[Title]
[Institution/Company Name]
[Address]
[City, State, Zip Code]

Dear [Professor's/Employer's Name],

I hope this message finds you well. I am writing to formally request a letter of recommendation from you for my application to a computer engineering internship at [Company/Organization Name].

During my time in your [Course name or Project name], I developed a strong foundation in [specific skills or topics related to computer engineering]. I believe your insight into my abilities and dedication would greatly enhance my application.

The internship is an excellent opportunity for me to apply my skills in a professional setting and gain valuable experience in the field. The deadline for the recommendation letter is [Deadline Date]. I would be happy to provide any additional information you may need to assist with this request.

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

Sincerely,
[Your Name]