

Application for Graduate Internship in Interior Design

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the graduate internship position in interior design at [Company Name], as advertised [where you found the internship posting]. I am currently a graduate student at [Your University] pursuing a degree in Interior Design, and I am eager to gain practical experience in a professional setting.

During my studies, I have developed a strong foundation in design principles, spatial planning, and color theory. I have successfully completed several projects, including [briefly describe a relevant project or experience], which enhanced my skills in [mention relevant skills]. I am particularly drawn to [mention any specific aspect of the company or its projects] and believe my background in [specific skills/areas relevant to internship] aligns well with the mission of [Company Name].

I am enthusiastic about the opportunity to contribute to your team and learn from experienced professionals in the field. I am a proactive learner and am committed to delivering high-quality work that meets client needs.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to [Company Name]. I am available for an interview at your convenience and can be reached at [Your Phone Number] or [Your Email Address].

Sincerely,

[Your Name]