

# Application for Virtual Internship in Interior Design

Date: [Insert Date]

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

[Recipient Name]  
[Company Name]  
[Company Address]  
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the virtual internship position in interior design at [Company Name], as advertised on [where you found the internship listing]. I am currently [your educational background, e.g., a junior at XYZ University pursuing a degree in Interior Design], and I am eager to apply my skills and learn from your esteemed team.

Throughout my studies, I have developed a solid foundation in design principles and software tools. Additionally, I have completed projects that involved [briefly mention relevant projects or experiences related to interior design]. I am particularly drawn to [specific aspect of the company or its projects] and believe my skills in [mention any specific skills or software knowledge] would make a valuable contribution to your team.

I am excited about the opportunity to work remotely and collaborate with industry professionals while furthering my understanding of interior design. Thank you for considering my application. I look forward to the opportunity to discuss my qualifications in more detail.

Sincerely,  
[Your Name]