

Application for Volunteer Internship in Library Sciences

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email Address]

[Your Phone Number]

[Recipient's Name]

[Library's Name]

[Library's Address]

[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in a volunteer internship position within the Library Sciences department at [Library's Name]. As a passionate advocate for literacy and community engagement, I am eager to contribute my skills and enthusiasm to support the library's mission.

I am currently pursuing a degree in Library Science at [Your University] and have developed a strong foundation in information organization and customer service. I am particularly interested in [specific area of interest relevant to the library, e.g., children's programming, archival research, etc.], and I believe that a volunteer internship would provide me with invaluable hands-on experience.

Thank you for considering my application. I look forward to the possibility of contributing to [Library's Name] and enhancing my skills in library sciences. Please feel free to contact me at [Your Phone Number] or [Your Email Address] for any further information.

Sincerely,

[Your Name]