

# Internship Application - Logistics Operations and Planning

[Your Name]  
[Your Address]  
[City, State, Zip Code]  
[Your Email]  
[Your 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 internship position in Logistics Operations and Planning at [Company Name], as advertised on [Source of Job Posting]. With my academic background in [Your Major] and hands-on experience in logistics during my studies, I am eager to contribute to your team.

I would appreciate the opportunity to discuss how my education and experiences align with the goals of your team. Thank you for considering my application. I look forward to the possibility of contributing to [Company Name] as an intern.

Sincerely,  
[Your Name]