

Internship Request for Supply Chain Management Role

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in an internship position within your esteemed organization, specifically in the Supply Chain Management department. I am currently pursuing a degree in [Your Degree] at [Your University] and have developed a keen interest in supply chain processes and logistics management.

Thank you for considering my application. I look forward to the possibility of contributing to your team and gaining practical experience in supply chain management.

Sincerely,

[Your Name]