

Internship Confirmation Notice

Date: [Insert Date]

Dear [Intern's Name],

We are pleased to inform you that your application for the internship position at [Company Name] has been successfully received. After reviewing your application and qualifications, we would like to confirm that you have been selected for the internship program.

Details of your internship are as follows:

- **Position:** [Internship Position]
- **Start Date:** [Start Date]
- **Duration:** [Duration]
- **Location:** [Location]

Please confirm your acceptance of this internship by [Response Deadline]. If you have any questions, feel free to reach out to us at [Contact Email].

We look forward to working with you!

Sincerely,

[Your Name]

[Your Title]

[Company Name]

[Contact Information]