

# Request for Internship Opportunity

Your Name  
Your Address  
City, State, Zip Code  
Email: your.email@example.com  
Phone: (123) 456-7890  
Date: [Insert Date]

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

Dear [Recipient's Name],

I am writing to express my interest in an internship opportunity within [Company's Name]. I am currently pursuing a degree in [Your Major] at [Your University], and I am eager to apply my knowledge and skills in a practical engineering environment.

Through my coursework and projects, I have developed a strong foundation in [mention relevant skills or technologies related to engineering]. I am particularly drawn to [specific area of interest related to the company], and I believe an internship at [Company's Name] would be invaluable for my professional growth.

I am enthusiastic about the opportunity to contribute to your team and gain hands-on experience. I am available for an internship from [start date] to [end date], and I am flexible with regard to working hours.

Thank you for considering my application. I look forward to the possibility of discussing this exciting opportunity with you. Please find my resume attached for your review.

Sincerely,  
Your Name