Internship Application

[Your Name]

[Your Address]

[City, State, Zip Code]

[Your Email]

[Your Phone Number]

[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 the internship position at [Company's Name] as advertised on [Where You Found the Internship]. I am currently a [Your Current Level of Study] at [Your University] majoring in [Your Major], and I am eager to apply my skills in a real-world environment.

During my studies, I have developed skills that align with the requirements of the internship, including [Mention Relevant Skills or Experiences]. I am particularly drawn to [Company's Name] because of [Reason You are Interested in Company/Position].

I am excited about the opportunity to contribute to your team and gain valuable experience in [Specific Field or Industry]. I am available for an interview at your earliest convenience, and I look forward to the possibility of discussing this exciting opportunity with you.

Thank you for considering my application. I hope to hear from you soon.

Sincerely,

[Your Name]