

Internship Participation Invitation

Dear [Intern's Name],

We are pleased to inform you that you have been selected to participate in our internship program at [Company Name]. Your background and skills impressed us, and we believe you will be a valuable addition to our team.

The internship is scheduled to start on [Start Date] and will run until [End Date]. Your primary responsibilities will include [Brief Description of Responsibilities].

Please confirm your acceptance by [RSVP Date]. We are excited to have you onboard and look forward to your contribution.

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]