

# Internship Interview Notification

Date: [Insert Date]

Dear [Candidate's Name],

We are pleased to inform you that you have been shortlisted for an interview for the [Internship Position] at [Company Name].

Details of the interview are as follows:

- **Date:** [Insert Interview Date]
- **Time:** [Insert Interview Time]
- **Location:** [Insert Interview Location]
- **Interviewer(s):** [Insert Interviewer Names]

Please confirm your availability for the interview by replying to this email.

We look forward to meeting you!

Best regards,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]