

Job Application for Internship Performance Review

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

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

Dear [Employer's Name],

I am writing to formally apply for a performance review regarding my internship at [Company's Name] during the period of [Start Date] to [End Date]. I genuinely appreciate the opportunities I have had to learn and contribute to the team.

Throughout my internship, I have developed skills in [mention specific skills or projects], which I believe have significantly contributed to [Company's Name]. I am eager to receive feedback on my performance and discuss my progress.

I look forward to the opportunity to further discuss my performance and future prospects within the company. Thank you for considering my request.

Sincerely,
[Your Name]