

Invitation for Summer Internship

Dear [Intern's Name],

We are pleased to inform you that you have been selected for a summer internship position at [Company Name]. We were impressed with your application and believe that your skills will be a great fit for our team.

Your internship is scheduled to commence on [Start Date] and will conclude on [End Date]. During this period, you will have the opportunity to work on exciting projects and gain valuable experience in [Field/Department].

Please confirm your acceptance of this offer by [Response Deadline]. We look forward to welcoming you to our team!

Best regards,

[Your Name]
[Your Position]
[Company Name]
[Contact Information]