

# Request for Museum Internship Consideration

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip]

[Your Email]

[Your Phone Number]

[Recipient Name]

[Museum Name]

[Museum Address]

[City, State, Zip]

Dear [Recipient Name],

I am writing to express my interest in the internship program at [Museum Name] for the upcoming [semester/summer]. As a [your major] student at [Your School], I am eager to gain hands-on experience in the museum field and contribute to the valuable work your institution does.

My background in [relevant experience or coursework] has equipped me with the skills necessary to support the various departments at [Museum Name], and I am particularly drawn to [specific project or area of interest within the museum]. I am passionate about [related topics], and I believe that my enthusiasm and dedication would be a great fit for your team.

I would greatly appreciate the opportunity to discuss my application further and learn more about the internship program. Thank you for considering my request. I look forward to the possibility of contributing to [Museum Name].

Sincerely,

[Your Name]