

Internship Interest Letter

Date: [Insert Date]

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

[Recipient Name]
[Company Name]
[Company Address]
[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the [specific internship position] at [Company Name] as advertised on [where you found the internship]. I am currently a [Your Year, e.g., junior] at [Your University], majoring in [Your Major].

During my studies, I have developed skills in [mention relevant skills or experience related to the internship]. I am particularly drawn to [Company Name] because [reason for interest in the company or internship]. I believe that this internship would provide me with invaluable experience and allow me to contribute positively to your team.

Thank you for considering my application. I would be thrilled to have the opportunity to discuss how my background and skills align with the needs of your team. I look forward to hearing from you soon.

Sincerely,
[Your Name]