

Application for Media Internship

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Recipient Name]

[Company Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I am writing to express my interest in the media internship position at [Company Name] as advertised on [Where You Found the Internship Posting]. I am currently a [Your Year, e.g., sophomore] majoring in [Your Major] at [Your University] and am eager to gain hands-on experience in the media industry.

Through my coursework and previous experiences, I have developed strong skills in [mention relevant skills, e.g., content creation, social media management, etc.]. I am particularly drawn to [specific aspect of the company or position], and I believe that my skills and enthusiasm make me a great fit for your team.

I am excited about the opportunity to contribute to [Company Name] and learn from your talented professionals. I am available for an interview at your earliest convenience and can be reached at [Your Phone Number] or [Your Email Address]. Thank you for considering my application.

Sincerely,

[Your Name]