

# Application for Hospitality Internship - Event Planning Role

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Date]

[Hiring Manager's Name]

[Company's Name]

[Company's Address]

[City, State, Zip Code]

Dear [Hiring Manager's Name],

I am writing to express my interest in the Hospitality Internship for the Event Planning role as advertised on [where you found the job listing]. I am currently pursuing a degree in [Your Degree] at [Your University] and I am eager to apply my skills and passion for event planning in a professional setting.

During my studies, I have gained a strong foundation in event management principles, and I have actively participated in organizing campus events that have honed my organizational and leadership skills. I am particularly drawn to [Company's Name] because of [mention specific reason related to the company or its events], and I believe that my proactive approach and attention to detail would make me a valuable asset to your team.

I am excited about the opportunity to learn from experienced professionals in the hospitality industry and to contribute my enthusiasm and creativity to your upcoming events. I have attached my resume for your review and would welcome the chance to discuss how my background, skills, and enthusiasms align with the needs of your team.

Thank you for considering my application. I look forward to the possibility of contributing to [Company's Name] and learning from your talented team.

Sincerely,

[Your Name]