

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

[Date]
[Recipient's Name]
[Recipient's Position]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Dear [Recipient's Name],

I am writing to express my interest in the internship position at
[Company's Name] as advertised [where you found the internship listing].
I have attached my resume and cover letter for your review.

[Briefly introduce yourself and your academic background. Mention
relevant skills or experiences that make you a suitable candidate for the
internship.]

I am eager to bring my [specific skills or knowledge] to [Company's Name]
and contribute to [specific projects or goals of the company]. I look
forward to the opportunity to discuss how I can be an asset to your team.
Thank you for considering my application. I hope to hear from you soon.

Sincerely,

[Your Name]

[Attachments: Resume, Cover Letter]