

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

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

Dear [Recipient's Name],

I hope this message finds you well. I wanted to take a moment to express my gratitude for the opportunity to interview for the [Internship Position] at [Company's Name] on [Date of Interview].

I am very excited about the possibility of joining your team and contributing to the innovative projects at [Company's Name]. The insights shared during our conversation have further solidified my interest in this position and in your company.

If there is any additional information you need from my side to assist in the decision-making process, please let me know. I look forward to the possibility of working together.

Thank you once again for your time and consideration.

Warm regards,

[Your Name]