

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

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

Dear [Recipient's Name],

I am writing to express my interest in the internship position at GQ, as advertised [where you found the listing]. With a background in [your field of study or relevant experience] and a passion for [relevant interests], I am excited about the opportunity to contribute to your team while furthering my understanding of the publishing industry.

Throughout my academic journey at [Your School/University] where I studied [Your Major], I have developed strong skills in [mention relevant skills or experiences related to the internship]. I have also completed [mention any relevant coursework, projects, or previous internships], which has equipped me with the ability to [explain how these experiences make you a great candidate].

I am particularly drawn to GQ because of [mention specific reasons related to the company's values, work, or projects]. I admire [specific aspect of GQ], and I am eager to bring my knowledge and enthusiasm for [relevant topic] to your esteemed publication.

Thank you for considering my application. I am looking forward to the possibility of discussing my application in further detail. I am available for an interview at your convenience and can be reached at [your phone number] or [your email address].

Sincerely,
[Your Name]