

[Your Name]
[Your Address]
[City, State, Zip Code]
[Your Email Address]
[Your 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 Jyoti Internship position as advertised on [where you found the listing]. I am currently pursuing a [Your Degree] at [Your University], and I believe my skills and experience make me a strong candidate for this opportunity.

During my academic career, I have developed a robust foundation in [relevant skills or subjects related to the internship]. My experience with [any relevant experiences or projects] has equipped me with the skills necessary to contribute effectively to your team.

I am particularly drawn to this internship at Jyoti because [reason related to the company or position]. I am excited about the possibility of [specific contributions or responsibilities you look forward to].

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the exciting work at Jyoti.

Sincerely,
[Your Name]