

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

Dear [Recipient Name],

I am writing to formally submit my application for the LNI program. I am excited about the opportunity to [briefly state your interest and how it aligns with your goals].

I have [briefly outline your relevant experience or qualifications] and believe that my skills would contribute positively to the program. I am particularly drawn to [mention any specific aspect of LNI that interests you].

Enclosed with this letter are my [mention any documents you are including, such as your resume, application form, etc.]. Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the LNI program.

Sincerely,
[Your Name]