

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

Dear [Recipient Name],

I hope this letter finds you well. My name is [Your Name], and I am currently a [Your Year, e.g., junior] at [Your University] majoring in [Your Major]. I am writing to express my interest in an internship opportunity with [NBA Team Name] for the upcoming [season/year]. Having a profound passion for basketball and a strong academic background in [relevant coursework or experience], I am eager to contribute to [NBA Team Name] while gaining invaluable experience in the field. I have developed skills in [list relevant skills, e.g., sports management, analytics, marketing] that I believe align well with the team's goals. I am particularly impressed by [mention any specific project, initiative, or value related to the team] and would be thrilled to be part of an organization that [describe how the team aligns with your career goals]. I would appreciate the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [NBA Team Name]. Thank you for considering my application. I look forward to the possibility of contributing to your esteemed team.

Sincerely,  
[Your Name]