

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

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

Dear [Employer's Name],

I am writing to express my interest in the internship position at [Company's Name] as advertised on [where you found the internship listing]. I am currently a [your year, e.g., sophomore] at [Your University/College] pursuing a degree in [Your Major].

I am eager to gain practical experience in [specific field or industry] and believe that [Company's Name] would provide a valuable opportunity for me to enhance my skills and contribute to your team.

I have attached my resume for your review, which highlights my [relevant coursework, skills, or experiences]. I am particularly drawn to this internship because [specific reason related to the company or role].

I would appreciate the opportunity to discuss my application further and explore how I can contribute to your team. Thank you for considering my application. I look forward to hearing from you soon.

Sincerely,

[Your Name]

[Attachment: Resume]