

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

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

Dear [Recipient's Name],

I hope this message finds you well. I am writing to follow up regarding the internship position I applied for on [application date] and to express my continued enthusiasm for the opportunity to join [Company's Name].

I am very eager to contribute my skills in [your relevant skills or field] and to learn from the esteemed team at [Company's Name]. The insights I gained during my interview on [interview date] reaffirmed my interest in the role and the exciting projects you are working on.

If there are any updates regarding my application status or further information you need from my side, please do not hesitate to reach out. Thank you once again for considering my application. I look forward to the possibility of contributing to your team.

Warm regards,

[Your Name]