

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

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

Dear [Recipient's Name],

I am writing to express my enthusiasm for the UX Design Internship position at [Company's Name] as advertised [where you found the listing]. With a background in [Your Field/Relevant Experience] and a passion for creating user-centric solutions, I believe I can contribute effectively to your team.

During my studies at [Your University/Program], I honed my skills in [specific skills/techniques] and completed projects that [mention any relevant projects or experiences]. For instance, in my recent project, I [briefly describe a relevant project or experience], which resulted in [specific positive outcomes or learning experiences].

What excites me most about [Company's Name] is [mention any specific aspect of the company or its projects]. I admire [specific example] and see a strong alignment with my approach to design, particularly in terms of [related values, practices, or technology]. I am eager to learn from your team and contribute my perspective to enhance user experiences at [Company's Name].

I am proficient in [list relevant tools or technologies], and I thrive in collaborative environments where innovative ideas can flourish. I am confident that my [mention soft skills or qualities] will help me adapt quickly and become a valuable asset to your team.

Thank you for considering my application. I look forward to the opportunity to discuss how I can contribute to the exciting projects at [Company's Name]. Please find my resume attached.

Warm regards,
[Your Name]