

[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 am writing to express my interest in the [specific internship position] at [Company's Name] as advertised on [where you found the internship listing]. I am currently a [your year, e.g., junior] at [Your University] majoring in [Your Major]. I am eager to apply my skills and knowledge in a dynamic environment and contribute to your team.

During my studies, I have developed [mention relevant skills or experiences related to the internship]. For example, [provide a specific example of a project, coursework, or experience that relates to the internship]. This experience has equipped me with [mention skills or attributes] that I believe will be valuable to your organization.

I am particularly drawn to [Company's Name] because [mention something specific about the company or its projects that interests you]. I am excited about the possibility of working alongside professionals who are [mention relevant work or values of the company].

I would appreciate the opportunity to discuss how my background, skills, and enthusiasms align with the goals of [Company's Name]. I am looking forward to the possibility of contributing to your team and learning from the talented individuals at your organization.

Thank you for considering my application. I hope to discuss my candidacy with you soon.

Sincerely,

[Your Name]

[Your LinkedIn profile or website, if applicable]