



first last name

address | phone number | email

January 2nd, 2020

Company

Department

Dear company,

If my application itself has not already shown it, I want to express my serious interest in working as one of your interns this summer, specifically in the {department}. I know I would be a great choice as one of your interns because I believe the experience I have in my education as a junior at NYU and past jobs serves as a great foundation to help myself and others thrive at [company].

I pride myself on being someone you can rely on 100% of the time. I work hard. No matter the size of the task, I'll attack it with everything I've got while remaining detail oriented. I've had the privilege to gain several years of work experience that have helped me develop the relevant transferable skills needed for this internship. Due to my experience as a Server and a Balloon Artist, I am able to go above and beyond in a fast-paced environment while still presenting myself in not only a professional manner but a friendly, meaningful one. Coupled with my exceptional education pursuing a BFA in Drama at NYU, I would thrive in an environment such as yours.

I'm extremely passionate about the entertainment industry and doing the best job I can in all aspects. In fact, in October, I did background work at [one of company's shows] and the whole professional environment gave me something a classroom hasn't been able to: confirmation. It's easy to say you want to do something but seeing the show in action and everyone doing their jobs passionately gave me confirmation that I love what I'm pursuing and that I want to be where the passion is. [company] is where I want to be.

I hope you will agree that I am the type of **professional**, **competitive**, and **reliable** candidate you are looking for. I look forward to elaborating on how I would be able to benefit [company] come summertime. Thank you for your consideration, and I look forward to hearing from you soon!

- Firstname lastname