From,

Tushar H. Ambelkar, 303 / A Wing, Bldg. No. 3, K. D. Heights, Off Rani Sati Marg, Malad[East], Mumbai-400097

Date:10th January,2017

To,

The Manager, Human Resource Department ABC Corporation, Chennai, Tamil Nadu.

**Subject:** Application for internship at ABC Corporation, for the task of web designing.

**Ref.: -** Newspaper article from Times of India dated 2nd January,2017

Respected Sir/Madam,

I, Master Tushar H. Ambelkar, read your article from the Times of India, dated 2nd January , and am interested in the Internship program offered by you.

Being a 2nd year B. Tech student of V.J.T.I, I am enthusiastic to do some professional task (apart from curriculum) and put my skills and abilities to use. I know to work around with *HTML, CSS and JavaScript* but haven’t done any specific project yet (Although small projects have been undertaken to understand the topics in detail). As your advertisement just asked for freshers with preliminary know-how of the above-mentioned languages as the pre-requisites, I have applied for the intern.

Attached along with this letter is my Resume and photocopies of certificates of educational qualification. I hope you consider my candidature as authentic and suitable for the intern. I look forward to meeting with you to further discuss how I can make a positive contribution to ABC corporation as an intern. I can be contacted through email at [tusharambelkar@gmail.com](mailto:tusharambelkar@gmail.com) or a phone call at 9969741214. Thank you very much for your consideration.

Yours sincerely,

Tushar H. Ambelkar