

Delivery Instructions

Date: [Insert Date]

To: [Delivery Service Name]

From: [Your Name]

Delivery Location:

[Your Address]

Delivery Instructions:

- Please ring the doorbell upon arrival.
- Leave the package at the front porch if no one is home.
- Avoid leaving the package in direct sunlight.
- In case of heavy rain, please place the package under the awning.
- For gated properties, the code is [Insert Code].

Contact Information:

If you need assistance, please contact me at: [Your Phone Number]

Thank you!

Your attention to these details is greatly appreciated.