

Goods Delivery Confirmation Schedule

Date: [Insert Date]

To: [Recipient Name]

Address: [Recipient Address]

Dear [Recipient Name],

We are pleased to confirm the delivery schedule for your order. The details are as follows:

Item Description	Quantity	Delivery Date	Delivery Time
[Item 1 Description]	[Quantity]	[Delivery Date]	[Delivery Time]
[Item 2 Description]	[Quantity]	[Delivery Date]	[Delivery Time]

If you have any questions or need to make changes to the delivery schedule, please do not hesitate to contact us.

Thank you for your business!

Sincerely,

[Your Name]

[Your Position]

[Your Company Name]

[Your Contact Information]