

COURIER/DRIVER COLLECTION FORM

PLEASE E-MAIL TO: despatch@abelanani.com

In an effort to provide a higher level of customer service, we request that you fill out the form below. This is to ensure that your orders are ready and waiting for collection, saving you time and ensuring that the correct orders are dispatched. Should you be sending a courier company or driver to collect, please fill in all the details below so that we can prevent mistakes from arising. Please do not send your courier or driver to collect orders before confirming that they are ready for collection and making payment in full.

COURIER COMPANY	
COURIER TELEPHONE	
TIME TO COLLECT	

SENDER		RECIPIENT	
COMPANY		COMPANY	
CONTACT PERSON		CONTACT PERSON	
ADDRESS		ADDRESS	
CONTACT NO		CONTACT NO	

Item Description

SALES ORDER #	
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INSURANCE	IF YES, VALUE OF GOODS	R
<input type="checkbox"/> YES <input type="checkbox"/> NO	WAYBILL NUMBER	

SERVICE	SAME DAY	OVERNIGHT	ECONOMY	OTHER
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

SPECIAL INSTRUCTIONS

DATE	NAME	SIGNATURE