

# Same-Day Delivery Order

## Order Information

Order Number

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Date

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Requested By

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## Pickup Details

Company/Name

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Address

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Contact Number

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Pickup Time

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## Delivery Details

Recipient Name

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Delivery Address

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Contact Number

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Delivery Time

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## Item(s) to be Delivered

Description	Quantity	Weight	Special Instructions

## Remarks

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Sender Signature

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Courier Signature

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Recipient Signature

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