



I hereby certify that all information contained on this Delivery Record is accurate and correct. I also understand the applicable policies and procedures for completion of these company documents. Falsification is a serious offense and grounds for immediate termination.

Employee Signature

Employee Number

PROOF OF DELIVERY

Signature	Print Name	ID Number	Package Tracking Number	Pcs. Serv.	Time	Status
1		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		1
2		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		2
3		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		3
4		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		4
5		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		5
6		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		6
7		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		7
8		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		8
9		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		9
10		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		10
11		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		11
12		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		12
13		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		13
14		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		14
15		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		15
16		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		16
17		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		17
18		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		18
19		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		19
20		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		20
21		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		21
22		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		22
23		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		23
24		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		24
25		BBBBBBBBBBBB	BBBBBBBBBBBBBB	BBBB		25

EXCEPTIONS Describe below all exceptions that require clarification. Be certain to indicate line number.

Zip / Postal Code Delivered In :

RECEIVED IN GOOD ORDER EXCEPT AS NOTED.	PURE	Delivered Pieces*	Net Stops*	Undelivered Pieces* No. of Pieces that have not received POD	Late Pieces*	MO	DAY	YEAR	Day of week
	Mix	Mix			Late Stops*	Route Number	Station Number		Page
*Refer to other side for definitions.									

RECORDING REMINDERS:

1. Legible entries help to insure customer's satisfaction and proper POD.
2. Each package tracking number affixed is counted as "1" in the pieces column for customer's supplies. The type of service is "SP".
3. For Standard Alone COMAT to SMSA location, "0" is entered in the pieces column. The type of services is "CO" and "81" is entered in the status column. (Package Tracking Number area is left blank).