

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

Manager

KFC [Location Name]
[Location Address]
[City, State, Zip Code]

Dear [Manager's Name],

I hope this message finds you well. I am writing to request a delivery order from KFC for [specify occasion, e.g., a family gathering, a party, etc.] on [date of delivery] at [time of delivery].

We would like to place an order for the following items:

1. [Item 1] - [Quantity]
2. [Item 2] - [Quantity]
3. [Item 3] - [Quantity]

[Continue listing items as needed]

Please confirm if my order can be accommodated and provide any additional instructions regarding payment and delivery. You can reach me at [your phone number] or [your email address] for any further information.

Thank you for your attention to this request.

Sincerely,

[Your Name]