

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

[Recipient's Name]  
[Recipient's Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Thank you for choosing KFC for your recent order. We are pleased to confirm the delivery of your order placed on [Order Date]. Below are the details of your order:

**\*\*Order Number:\*\*** [Order Number]

**\*\*Items Ordered:\*\***

- [Item 1]
- [Item 2]
- [Item 3]

**\*\*Delivery Address:\*\***

[Delivery Address]

**\*\*Delivery Time:\*\***

[Delivery Time]

If you have any questions or concerns regarding your order, please feel free to contact us at [Contact Number] or [Email Address].

Thank you for your order! We hope you enjoy your KFC meal.

Sincerely,

[Your Name]

[Your Position]

KFC

[Contact Information]