

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

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

Dear KFC Team,

I hope this letter finds you well. I would like to place a delivery order for the following items:

1. [Item Name 1] - [Quantity]
2. [Item Name 2] - [Quantity]
3. [Item Name 3] - [Quantity]
4. [Item Name 4] - [Quantity]

Please ensure that my order includes [any special requests, e.g., extra sauce, no pickles, etc.].

The delivery address is as follows:

[Your Address]

I would appreciate it if you could confirm the total cost and estimated delivery time.

Thank you for your assistance.

Best regards,

[Your Name]

[Your Contact Information]