

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

KFC Customer Service

[Location/Branch Address]

Subject: Online Order Request

Dear KFC Customer Service,

I hope this message finds you well. I am writing to place an online order for pickup/delivery. Please find the details of my order below:

**\*\*Order Details:\*\***

- Item 1: [Name of the Menu Item] - Quantity: [Number]
- Item 2: [Name of the Menu Item] - Quantity: [Number]
- Item 3: [Name of the Menu Item] - Quantity: [Number]
- Special Instructions: [Any specific requests, e.g., extra sauce, no pickles, etc.]

**\*\*Pickup/Delivery Information:\*\***

- Preferred Date: [DD/MM/YYYY]
- Preferred Time: [HH:MM AM/PM]
- Delivery Address: [Full Address] (if delivery)

**\*\*Payment Information:\*\***

- Preferred Payment Method: [Credit Card/Cash/Online Payment]

Thank you for your attention to my order. I look forward to enjoying my meal from KFC!

Best regards,

[Your Name]