

## Authority to leave freight

By filling out this authority to leave freight (ATL) form you are giving our PBT contractors permission to sign for and leave items addressed to the below recipient without obtaining their signature at the time of delivery.

### Recipient Details

Company/ Recipient Name

Contact Name/ Position

Recipient Phone

Recipient Email

Recipient Fax

### Delivery Address

*(Must be the initial delivery address or ATL will not be accepted)*  
*Unit/ level no, Street number & Name*

*Suburb, town*

### Delivery Instructions

*Please state clearly where you would like your items to be left i.e. back door, garage. Please ensure that this location is accessible for our contractor.*

By signing this agreement I/We agree that The PBT Group and its contractors will not be liable for any loss or damage that results from leaving consignments as requested at the above address. This agreement will apply to all future consignments until notification of change or termination of the said agreement is provided to the interested party in writing.

I \_\_\_\_\_ authorise PBT and PBT's contractors to leave freight at the above detailed address without a signature. I am authorised to sign this form on behalf of the company/ recipient. I agree that PBT Couriers Ltd, PBT Transport Ltd & PBT Bulk Ltd will not be liable for any loss or damage which results from leaving freight/ parcels at the above address.

Signed

Dated

\*This agreement does not apply to Dell & Fedex consignments due to requirements specified by the sender. Please note this list is subject to change.

Please scan and email this form to [aklr@pbt.co.nz](mailto:aklr@pbt.co.nz).

### Office Use Only

Driver Name

Run Number