

# 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**

*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 PBT 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 Group 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)

0800 FOR PBT | [pbt.co.nz](http://pbt.co.nz)

## PBT Use Only

**Driver Name**

**Run Number**