

How to Read a Delivery Notice

Delivery Attempt Information

This section indicates the basic but important information specific to your shipment, including the **date your delivery was attempted** on.

Signature Release Option

If the driver indicates that another attempt will be made, simply complete this portion of the delivery notice and leave it in the same place the driver previously left it for you.

Delivery Notice Number

This number **begins with DK** and is located under the barcode at the lower-left corner of the delivery notice.

The **delivery notice number** also acts as a tracking number and can be entered into the Parcel Tracking tool to check the status of your delivery.

Will your delivery be attempted again?

The driver will indicate in this section whether or not your package will be held for pickup.

If a signature is required, **we will make two (2) delivery attempts**, after which the package is brought to a secure location, and held for pickup for three (3) business days.