



Shipment Release Authorization

Customer Instructions	Additional Information
<ol style="list-style-type: none">1. Print this page and use this form if you will not be at home/work on the day of your expected delivery.2. Please mark your preferred delivery location and sign below. Your shipment cannot be delivered without a valid signature.3. Affix to your front door before 8:00am on the day of your expected delivery. <p>Note: A separate Release Authorization form is required for each shipment.</p>	<p>Colorado Motor Express, Inc. will not deliver the shipment unless this Release Authorization is present for the driver to collect when the delivery is attempted. If a neighbor's address is indicated below, someone at the address must sign for the package. Colorado Motor Express, Inc. will not deliver the shipment to an address other than the address on the package without obtaining a live signature. All deliveries are subject to driver's discretion for safety and security reasons.</p> <p>Visit https://www.cmstrucking.com to track your shipment.</p>

I authorize Colorado Motor Express, Inc. to leave the following referenced package:	At the following designated place:
Tracking (PRO) Number: _____ Recipient Name: _____ Recipient Address: _____ _____ _____ _____ Zip: _____ Phone _____	<input type="checkbox"/> Front door - For only small packages that do not require liftgate. <input type="checkbox"/> Garage door or other - Liftgate delivery will be dropped down to driveway and driver will do their best to place as close to noted as possible Other Description: _____ <input type="checkbox"/> Immediate Neighbor or Building Manager Address _____ (Your neighbor or building manager must be present to sign for the package. Provide address above.)

By my signature, I am requesting that Colorado Motor Express, Inc. leave the shipment at the location indicated above. I release Colorado Motor Express, Inc. from all liability for any loss or damage that may result from leaving this shipment at my request.

Print Name (First and Last Name): _____

Recipient's Signature: _____ Date: _____

Colorado Motor Express, Inc. use only	
Zip: _____	Delivery Date: _____