

## Drop off permission

Also for our  
business customers

With the parcel delivery GLS bears a high responsibility for the supply of the society. Currently, the protection against a further spread of the coronavirus is of utmost importance for all parties involved. We therefore recommend to **grant a drop off permission. With the drop off permission you enable us to deliver the goods even without confirmation of receipt.** All you have to do is tell us where you want to drop your parcel - for example in the garage or on the terrace. The specified address must match the recipient address.

**It's so easy:**

1. Please fill in the form completely and sign it
  2. Attach the form clearly visible at your front door/bell
- For general drop off permission: give the form to the driver or send it by e-mail

**Important:** A drop off permission is not possible if the sender has booked one of these services:  
*AddresseeOnlyService • CashService • ExchangeService • HazardousGoodsService • IdentService • IdentPINService • Pick&ReturnService • Pick&ShipService*

I allow GLS to deliver packages addressed to me without confirmation of receipt.

**By parking at the specified location I assume liability for these packages.**

I accept the data protection conditions of GLS Austria (available at [gls-group.eu/AT/en/data-protection](https://gls-group.eu/AT/en/data-protection)) and declare that I agree to this.

- General drop off permission for all parcels\*** addressed to me until further notice  
**TIP:** Please send the completed and signed (or digitally signed) form to the e-mail [paketinfo@gls-austria.com](mailto:paketinfo@gls-austria.com)

- one-time drop off permission\*** for the following parcel(s). Please fill in completely, sign and leave it clearly visible to the delivery person.

Parcel number(s): \_\_\_\_\_

\_\_\_\_\_  
Name and surname of recipient (BLOCK LETTERS)

\_\_\_\_\_  
Company name

\_\_\_\_\_  
Street, number

\_\_\_\_\_  
Zip code, location



\_\_\_\_\_  
**Desired drop off location** – please describe exactly in German language! (the drop off location must be freely accessible)

\_\_\_\_\_  
Place, date



\_\_\_\_\_  
Signature of recipient

\* When depositing the parcel(s) at the agreed location, GLS cannot be held responsible for damage or loss of the parcel.