How To Use CaterTrax to Place Catering Orders

■ Visit https://canisiuscollege.catertrax.com/

■ Click ACCOUNT in the upper Right hand corner to create an account or to sign in use your existing account

■ Fill out the required information. DO NOT FORGET YOUR PASSWORD! Place your order from Carved & Crafted Catering from here.

■ Policies can be found Under the CATERING tab at the top of the website.

***You must have your room confirmed through 25LIVE or the Office of events services BEFORE placing your order***

***You MUST have an account number (index number and account number) BEFORE placing your order***

***It is your responsibility to update your email address/phone number if it changes***

Thank You!