

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!