All orders must be received by 1600 on Monday, March 18th.

Lunch will be delivered to the Natcher Building Auditorium March 21st at 1200. Orders are not accepted over the phone or email and must be received through the online system by **1600 on Monday, March 18th**.

Please follow the instructions outlined below.

Ordering your boxed lunch:

1. Go to the Eurest Conference catering link: https://eurestconferencecatering.catertrax.com/
   This site is browser sensitive, we recommend using Internet Explorer only.
2. Login
   a. If you have an account: Login using your last name & password
   b. If you need an account: You can create an account by clicking on "Need an Account? Click Here" under the customer login on left.
3. Click the dates you are ordering for (March 21) on the calendar
4. Click "Box Lunch Orders" button and then "Boxed Lunch" on the right side of the screen to view menu and place order.
5. Click the dates you are ordering for (March 21) on the calendar
6. Select "Location:" And Choose the On Campus Delivery dropdown
7. Fill out these fields regarding location and time to deliver your order:
   a. Building: Natcher Building 45
   b. Contact Name: Your name
   c. Room Name/Room #: Natcher Auditorium
   d. Meeting Name: Innovations in Technologies to Extend the Golden Hour
   e. Food Delivery Time: 1200
   f. Guest Count: (number of people you have ordered for.) This is generally 1
8. Continue to next page
   a. Order name: Please enter your name here
9. Proceed to Checkout