Compass (Chartwells) Requisition Process & Requirements

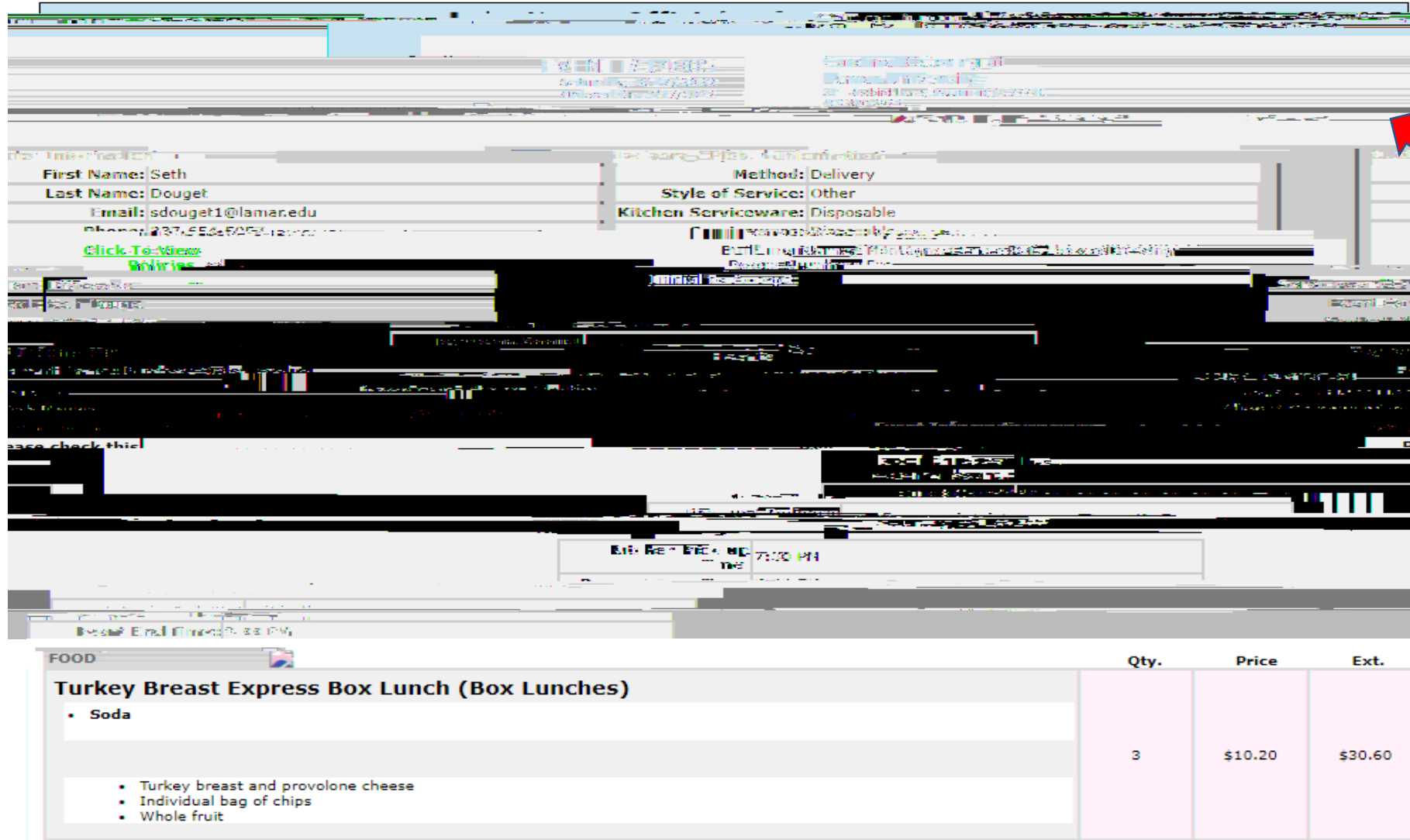FOOD ORDER: https://lamaruniversity.catertrax.com

Requisition line items must be typed exactly as the line items on the 'Pending PO' Event Form

Type EVENT # at the beginning of the first line item only
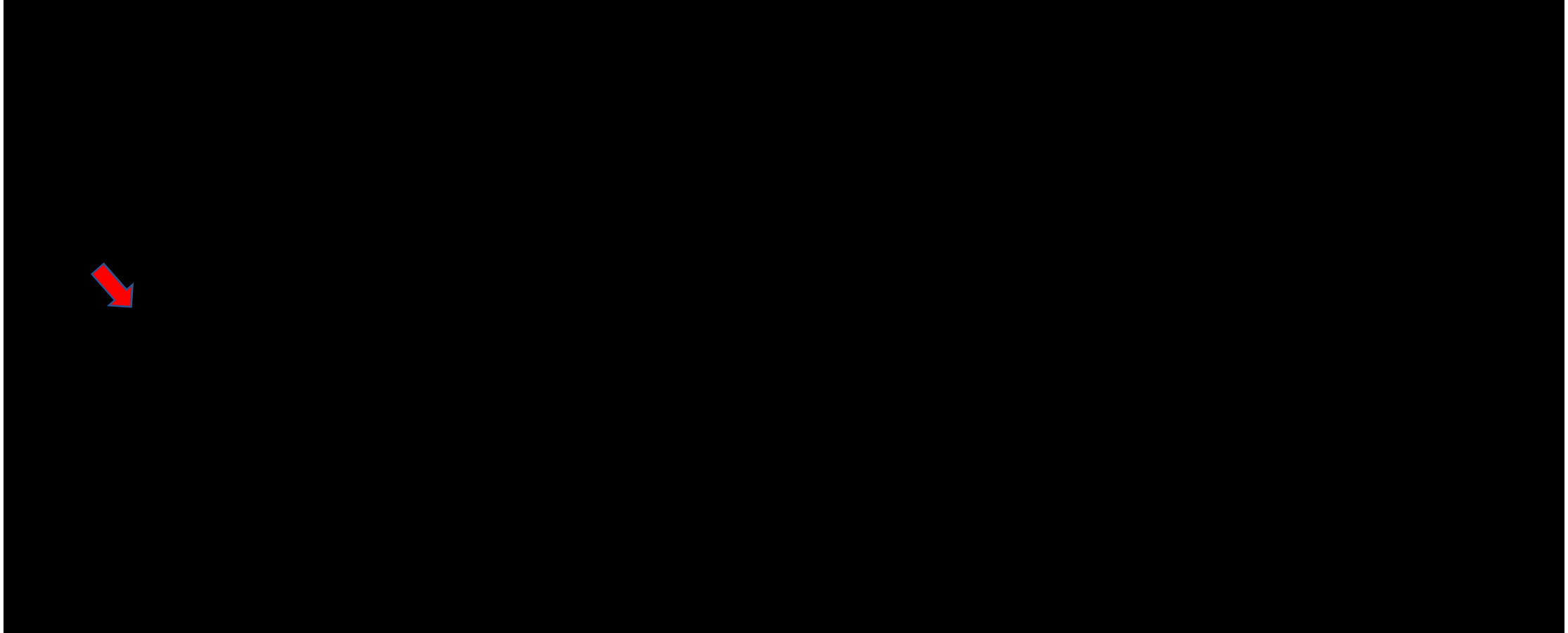
'PENDING PO' EVENT FORM

Required attachment to process requisition provided by Compass

Other Compass documents not required.

First Name: Seth
Last Name: Douget
Email: sdouget1@lamar.edu
Phone:

Method: Delivery
Style of Service: Other
Kitchen Serviceware: Disposable

Click To View

FOOD		Qty.	Price	Ext.
Turkey Breast Express Box Lunch (Box Lunches)				
• **Soda**		3	$10.20	$30.60
• Turkey breast and provolone cheese				
• Individual bag of chips				
• Whole fruit				