

Seamless Corporate Accounts

NYU recently announced the addition of **Seamless Corporate Account** as a preferred catering supplier.

If your department or center isn't on board yet, here are the Top 6 Reasons to Start Using Seamless:

1. **Order online** and avoid painful/lengthy phone calls to relay your order! Just login to Seamless Corporate Account and begin ordering food deliveries in a few short clicks.
2. Perfect for small events and meetings! Orders can range from **\$5 to \$500**.
3. **Huge selection of restaurants and drop-off services**, including suppliers who offer kosher, gluten-free, and healthy options.
4. No more credit card reimbursements! Seamless Corporate Account offers **streamlined payment** to the department's chartfield.
5. **No sales tax!** As a preferred catering supplier, Seamless recognizes the University's tax-exempt status.
6. Last-minute order? No problem. Seamless offers **same-day deliveries**.

Applying for an Account:

- Complete the [Seamless New User Request Form](#) and email a scanned copy to June Penniston at jp90@nyu.edu.
- Allow 2-3 days to receive a user login and password.

FAQs:

1. Who do I contact if I have questions?

Please reach out to your [Event Consultant](#) in the Office of Special Events for any questions. They can help guide you through the process of setting up an account and navigating the website. Please note that the account holder within the department or center will be responsible for placing the order, accepting delivery, managing cleanup and reconciling vendor payments.

2. What about plates, napkins, and utensils?

Restaurants and retailers in Seamless will supply disposables. Please add these requests in the notes section of your Seamless order online.

3. What about the room set-up?

Remember to book your room and any special set-up requests (e.g., furniture placement, room cleanup after your event, additional tables, trash bins, etc.) through the [Event Management System \(EMS\)](#).

4. What if my event includes alcohol?

For events where food and alcoholic beverages are being served, administrators and faculty must work through one of NYU's ten preferred caterers that are licensed to serve alcohol on-campus. If you are planning to have an event with alcohol, please contact your [Event Consultant](#) to arrange the details.