Dana Catering Website
Step by Step Guide

What is Dana Hospitality Catering Website?

Dana Hospitality Catering system is an online platform allowing customers to place their orders online, instantaneously and worry free. Complete the **registration process**:

- Access the LINK
- First and Last Name
- Phone Number/Ext.
- Department/Company
- Manager Name

- Manager's Phone/Ext.
- Manager's Email
- Email Address
- Password
- Hit 'SAVE'

DONE. Its that easy!

The following step by step guide will help you with the system navigation. Let's begin.

How to Place an Online Order

Catering Menu

ALL INCLUSIVE HOT MEALS   THE FRESH START   AFTERNOON SNACKS & SWEETS   DELI CREATIONS

CHEF'S TABLE   FRESH GREENS   GOURMET PIZZA   BEVERAGES

HOT HORS D'OEUVRES   ADD CONTINENTAL BREAKFAST   SPECIAL EVENTS

Once logged in, customer will be presented with the Catering Menu *options*. Click on the desired menu.

DELI CREATIONS

All sandwiches are served 1 per person. Vegetarian options available. All Deli Creations Items require a minimum of 5 per order

THE BOARDROOM COMBO
Deluxe assorted deli sandwiches and wraps with your choice of 2 salads. Seasonal fresh fruit platter, dessert squares or cookies. Served with regular coffee, tea, water, and pop.
$ 23.25 / Per Person Minimum Order 5 People   [5] [Add to Cart]

THE EXPRESS
Assorted Tuna, Egg, Salmon in House Deli Meats sandwiches on Buns & Wraps . Served with a choice of two salads, assorted Squares or cookies. Fresh Brewed Coffee and a selection of teas.
$ 19.95 / Per Person Minimum Order 5 People   [5] [Add to Cart]

"HEALTHWISE CHOICES" LUNCH COMBO
Whole grain wraps with lean deli meats and fresh garden vegetables. Served with a vegetable platter and fruit platter.
$ 16.75 / Per Person Minimum Order 5 People   [5] [Add to Cart]

Example: If customer selected 'Deli Creations', the sandwich menu would display various options.

NOTE: Minimum 5 per order will be prepopulated in the 'add to cart' box. Customer can change this amount to 5 or more.

dana hospitality

How to Check Out

1. Navigation bar will help you access the catering menu, view cart, view previous orders, account information, log off.

2. Quick view of the cart, including the number of items and total amount.

3. Select event details: Day Part, Start Time and End Time.

4. View detailed breakdown of items ordered, price, quantity and taxes.

5. Customer has an option to 'empty cart', 'checkout' or 'continue shopping'.

How to Check Out

1. Ensure that accurate information is entered, such as Delivery Date, Location, Number of People, Meeting Title, and Billing Information.

2. If applicable, update Remarks/Special Requests box for food allergies and dietary restrictions.

3. Validate that all information entered is accurate before placing an order.

4. Final step, don't forget to hit 'sent' to place the order.

Payment Process

Click 'Pay Now' to process the payment for the order.

For any questions, please reach out to Ping Tang II Catering Manager
Cell | 905-208-1304
Office | 905-219-0044 X 2159

Lastly, complete 'Pay with Your Credit Card' section to process the request.

!!! NOTE: If payment was not processed, order cannot be fulfilled.

Enjoy your order!