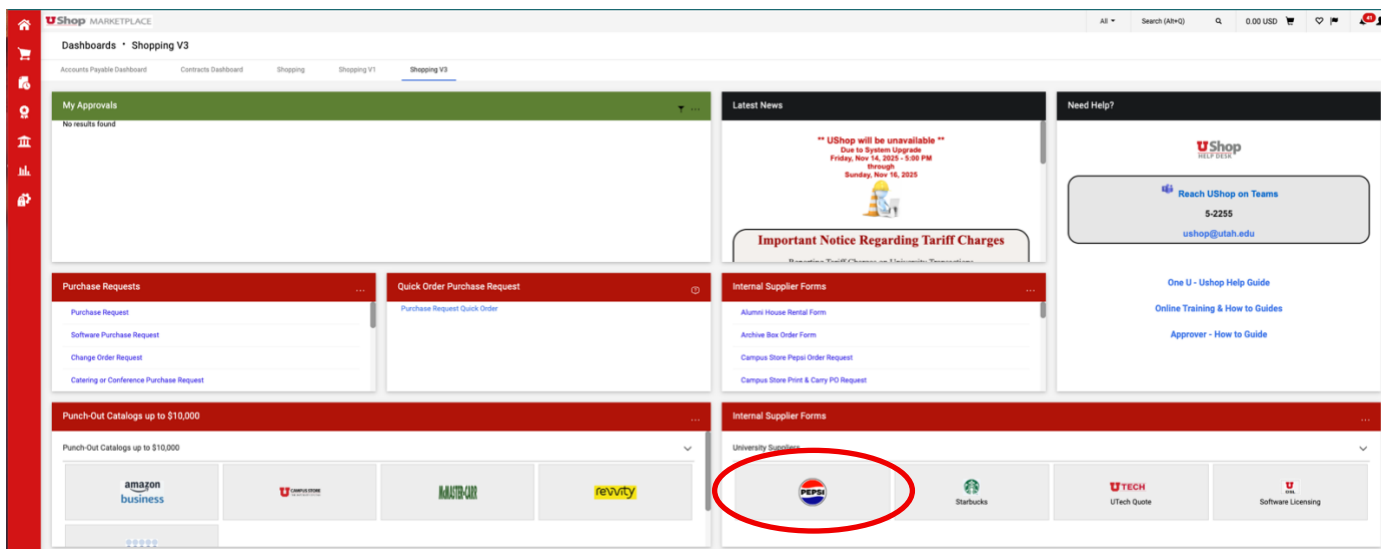


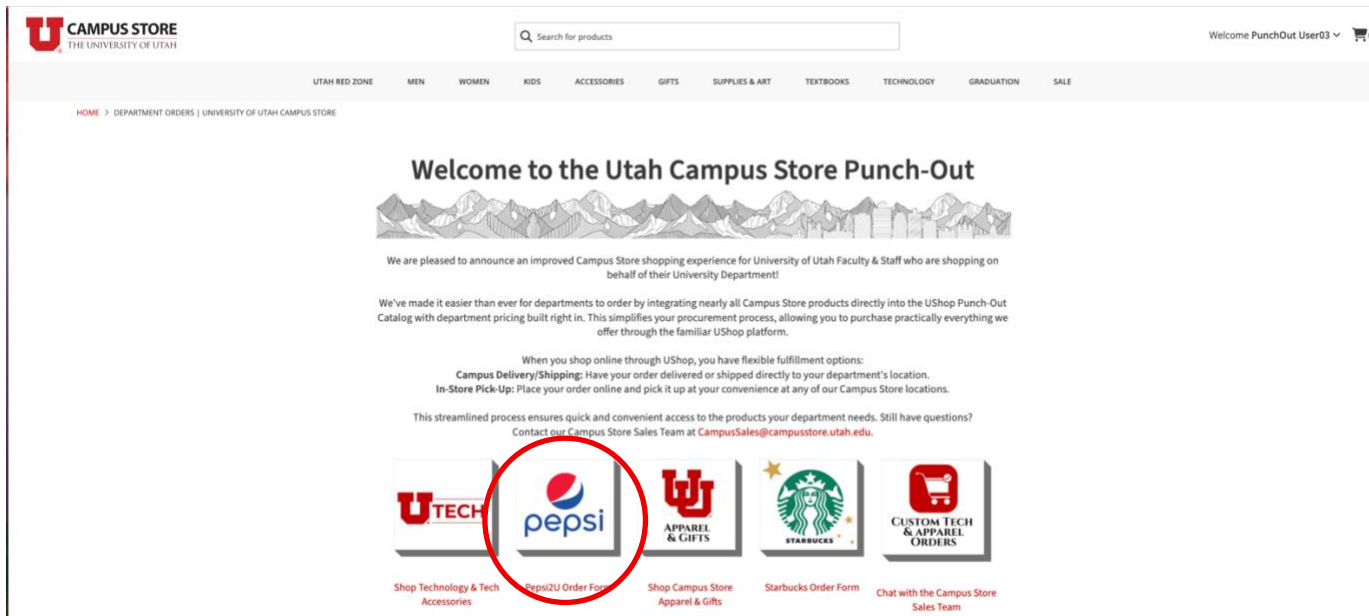
This guide will walk you through how to purchase a Pepsi Catering from UShop through Campus Store. The Pepsi2U Program is designed for departments that are making small purchases of Pepsi with discounted campus pricing.

### Step 1

Once you have logged into UShop, click on the [Pepsi Internal Supplier Form](#).



This internal supplier form can also be accessed on our UShop Campus Store Punch-Out Catalog.



## Step 2

The [Pepsi2U Internal Supplier Form](#) will ask you to complete the delivery or pick-up information allowing you to decide what works best for your needs with the order.

**Supplier**

**University Campus Store**

Main Campus Location  
270 S 1500 E  
Salt Lake City UT 84112  
Campus Store Ph: (801) 581-4325  
ushop@campusstore.utah.edu

Hours:  
Mon-Fri: 8:00am-5:30pm  
Closed Saturday.

Existing Supplier

Supplier #: UNIVERSITY CAMPUS STORE  
Fulfillment Address: USHOP CAMPUS STORE  
270 S 1500 E  
SALT LAKE CITY Utah 84112 United States  
Supplier Phone: +1 801-581-4325

**Form Instructions**

**Pepsi2U**

\* Pepsi is excited to announce, in collaboration with the Campus Store the launch of its Pepsi2U commissary program.

\* This program is specifically designed for departments that are making small purchases and don't meet the minimum order fulfillment requirements by Pepsi.

\* With this program, departments can purchase smaller quantities of Pepsi products at discounted campus pricing.

\* In addition to reduced pricing, purchases made through this program also generate a rebate that is returned to campus and used to fund student scholarships, internship opportunities, and other student-centric programs.

\* All orders are fulfilled by the main Campus Store (270 S 1500 E).

If you have questions please contact Frances Puerner at [fpuerner@campusstore.utah.edu](mailto:fpuerner@campusstore.utah.edu) or Brenda Guadarrama at [bguadarrama@campusstore.utah.edu](mailto:bguadarrama@campusstore.utah.edu).

**Delivery Info**

Deliveries are made on a weekly basis.  
Orders placed on a Monday will be delivered by Friday.  
Orders placed after Monday will be delivered by the following Friday.  
Campus Store will contact you to confirm delivery time and location.

Delivery Date: mm/dd/yyyy  
Delivery Time:  
Delivery Location:

**Pickup Info**

Deliveries are made on a weekly basis.  
Orders placed on a Monday will be delivered by Friday.  
Orders placed after Monday will be delivered by the following Friday.  
Campus Store will contact you to confirm pick-up time.

Pickup Date: mm/dd/yyyy  
Pickup Time:  
• Bring a copy of the PO and your UCard to the Campus Store at time of purchase.

**Soda (24pk - 12oz cans)**

Description	Unit Price	Quantity	Ext. Price
Pepsi	15.00	1.00	15.00

**Bottles (24pk - 20oz bottles)**

Description	Unit Price	Quantity	Ext. Price
Pepsi	30.00	1.00	30.00

## Step 3

After you have completed the delivery or pick-up information, you can order a wide variety of Pepsi products by packs of cans or bottles. Input the number of quantities you'd like of each product. Once you have selected all your products, click "Add and Go To Cart".

**Soda (24pk - 12oz cans)**

Description	Unit Price	Quantity	Ext. Price
Pepsi	15.00	1.00	15.00

**Bottles (24pk - 20oz bottles)**

Description	Unit Price	Quantity	Ext. Price
Pepsi	30.00	1.00	30.00

**Rockstar (12pk - 16oz cans)**

Description	Unit Price	Quantity	Ext. Price
Rockstar Original / 12 - 16oz cans	25.00	0.00	0.00
Rockstar Zero Sugar / 12 - 16oz cans	25.00	0.00	0.00
Total		0.00	0.00

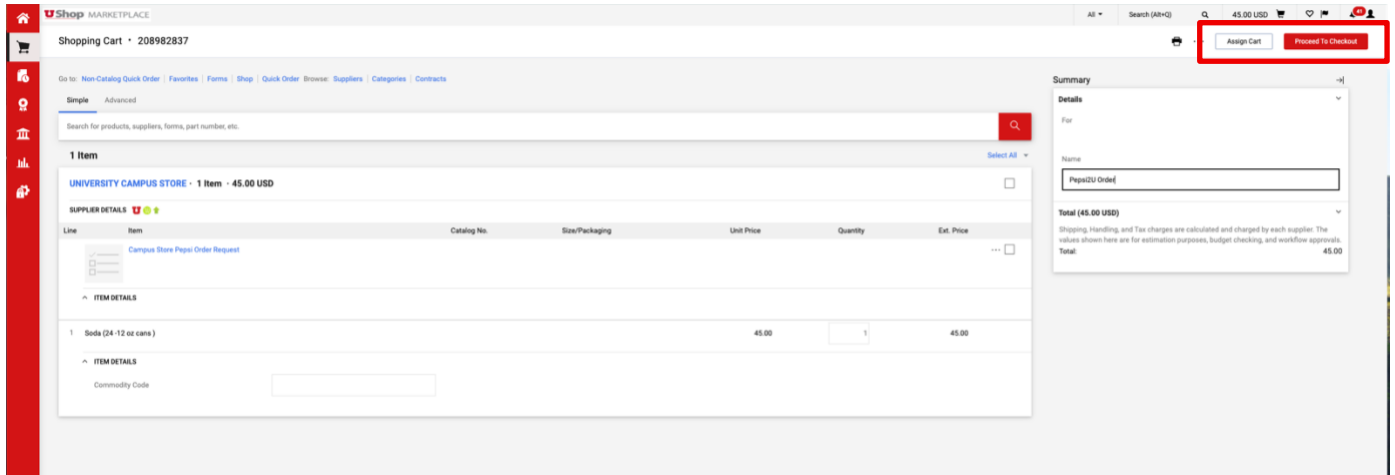
**Celsius Energy (12pk - 12oz cans)**

Description	Unit Price	Quantity	Ext. Price
Kiwi Guava	29.00	0.00	0.00
Orange	29.00	0.00	0.00
Peach Mango	29.00	0.00	0.00
Watermelon	29.00	0.00	0.00
Total		0.00	0.00

**Total** 45.00 USD

## Step 4

Enter the required information for your cart and click “Proceed to Checkout” or “Assign Cart” based on your department approval process.



## Step 5

The last step will be entering the appropriate chartfield for your purchase and ensuring that the “Ship To” address is accurate for Campus Delivery. Once all the information has been entered and checked for accuracy, you can assign the cart through your department approval process.

You will receive an email from the Campus Store once your order is ready to be picked up or delivered. If you have any questions, please reach out to the Campus Store Sales Team at [sales@campusstore.utah.edu](mailto:sales@campusstore.utah.edu).

