

## Ordering for the team just got easier

Thank you for accessing this Uber for Business guide. Carahsoft is the master aggregator for Uber for Business available via NASPO ValuePoint, OMNIA and other contract vehicles.

To learn how to take the next step toward acquiring Uber's solutions, please check out the following resources and information:



For additional resources:  
[carah.io/UberResources](https://carah.io/UberResources)



For upcoming events:  
[carah.io/UberEvents](https://carah.io/UberEvents)



For Uber for Employee Travel:  
[carah.io/UberforEmployeeTravel](https://carah.io/UberforEmployeeTravel)



For additional information:  
[carah.io/UberforBusiness](https://carah.io/UberforBusiness)



To set up a meeting:  
[UberforBusiness@carahsoft.com](mailto:UberforBusiness@carahsoft.com)  
844-722-8436



To purchase, check out the contract vehicles available for procurement:  
[carah.io/UberContracts](https://carah.io/UberContracts)

# Uber for Business

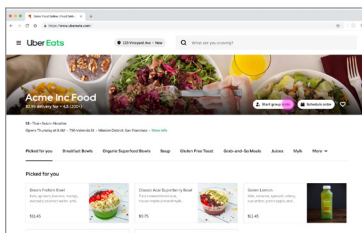
## Ordering for the team just got easier

Start a group order on Uber Eats so everyone can join a shared cart. Choose between paying for everyone's order or splitting the bill, and set a deadline for convenient payment and checkout.

Everyone in the order can see where their meals are with joint tracking, and meals are individually packaged for easy distribution.

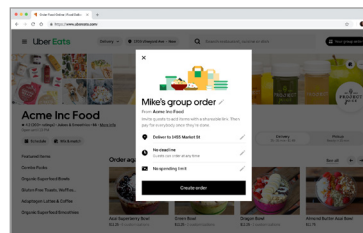


## How to start a group order on UberEats.com



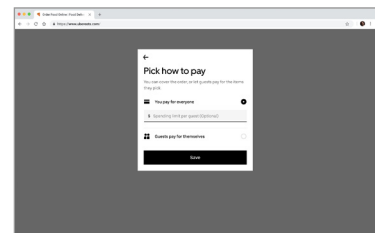
1.

Select a restaurant and click on **Start group order**.



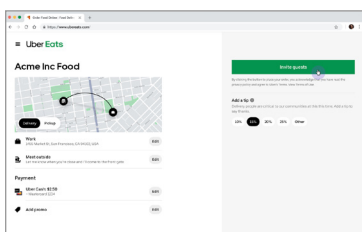
2.

Edit the order name, enter the delivery address, and set a spending limit or deadline if necessary.



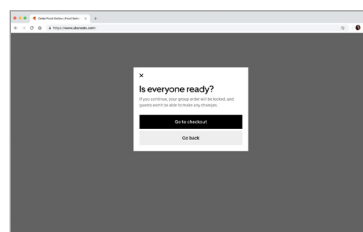
3.

Choose whether you want to pay for the whole order or select the option for guests to pay for themselves.



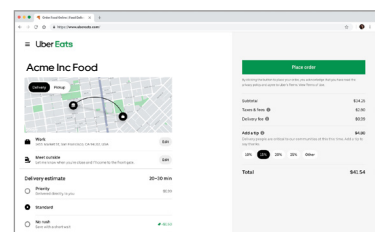
4.

Review the details and share the link with your guests.



5.

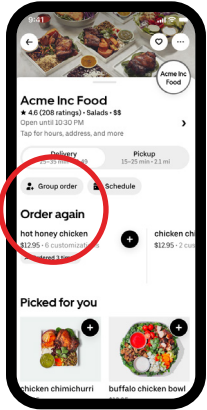
Once all participants have added their items, click on **Go to checkout** to lock the order.



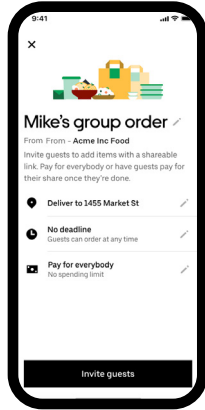
6.

Select your business profile, click on **Edit** under Payment to select the appropriate payment option, and place the order.

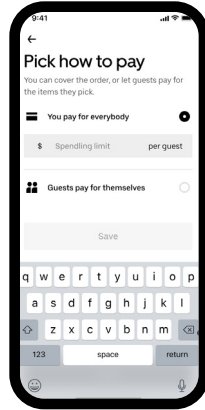
# How to start a group order on the Uber Eats app



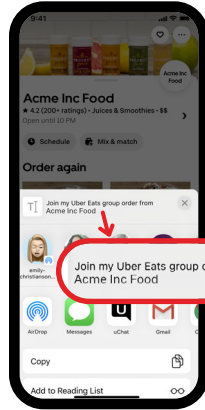
1. Select a restaurant and tap **Group order**.



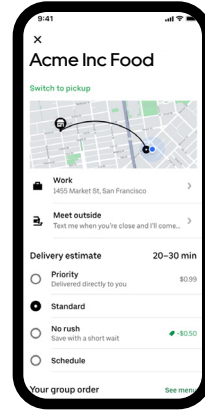
2. Edit the order name, enter the delivery address, and set a spending limit or deadline if necessary.



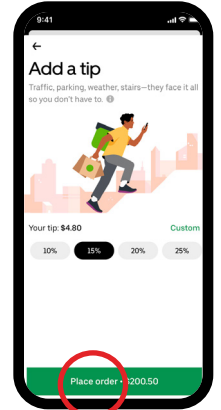
3. Choose whether you want to pay for the whole order or select the option for guests to pay for themselves.



4. Review the details and share the link with your guests.



5. Once all participants have added their items, tap **Go to checkout** to lock the order.



6. Select your business profile, tap **Edit** under Payment to select the appropriate payment option, and place the order.

## Frequently asked questions

### Whom can I invite to a group order?

Anyone can be invited to a group order. Participants do not have to be a part of your organization, and they aren't required to be signed in to their Uber account to join a group order paid for by the group order creator.

### Can I order from multiple restaurants in a group order?

No. A group order can only be placed after selecting one restaurant.

### Can I place an order for multiple destinations?

No. The creator of the group order must set one delivery address for the entire order.

### Will I get my entire group order at once?

Yes. Your order will be delivered by one person, unless a second delivery person is required due to order size.

### Will participants be able to track the order?

Yes. All participants of a group order will be able to track it. Once an order is placed, everyone's browsers or app screens will be redirected to the tracking page.

**Have additional questions?** If you have issues with your order, check out the [Uber Eats Help Center](#) or go to Uber Eats support in-app. If you have account issues, please send an email to our business support team at [business-support@uber.com](mailto:business-support@uber.com).