

Dear Cardholders,

We are excited to announce the launch of CoyoteBuy, our new campuswide P-Card marketplace. CoyoteBuy simplifies how you shop for items online and brings some of our school's E&I Cooperative contracted suppliers together in one place, in a secure, integrated shopping environment.

It is a single point of entry, and you'll only need a single ID (your csn.edu email address) and password for CoyoteBuy. You will find some of the suppliers used on campus, including B&H Photo, CDW-G, Connection, Grainger, and more.

[Start here and then click on the Register button](#)

This is a P-Card only marketplace. It offers multi-vendor carts with a single checkout making your shopping experience easier with everything in one place. All orders will be at E&I Contract pricing and the goal is to simplify your search for needed products.

*All suppliers in CoyoteBuy are aware that the College of Southern Nevada is tax-exempt, so please disregard the banner messages that may appear on the cart page. Again, this is a P-Card only marketplace where you will be able to enter your P-Card and use it for multiple suppliers/items during a single checkout session.*

We are excited to be starting our journey with CoyoteBuy. Please take a moment now to Register by going to the [Login page](#) and click on the Register button. Our marketplace partners at E&I have a Quick-Start Guide and other guides available on the landing page of CoyoteBuy.

CoyoteBuy account must be used for **business purposes only** with your P-Card. Make sure you are only purchasing allowable goods and obtaining any prior commodity or exception approvals required per policy. Refer to the P-Card User's Manual for card policy and guidelines ([https://www.csn.edu/\\_csnmedia/documents/csn-purchasing-card/PCard-Manual-v8.0.pdf](https://www.csn.edu/_csnmedia/documents/csn-purchasing-card/PCard-Manual-v8.0.pdf)).

For general questions about this new purchasing relationship, please email [ask.p-card@csn.edu](mailto:ask.p-card@csn.edu).

Sincerely,

**P-Card Team**