

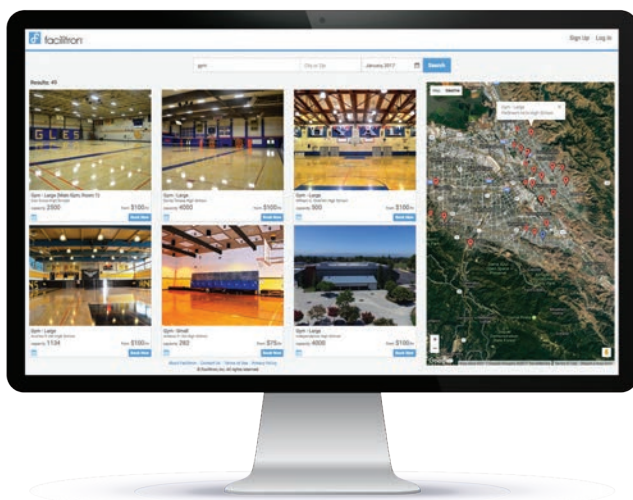


Generate much needed funds for your district...at no cost.

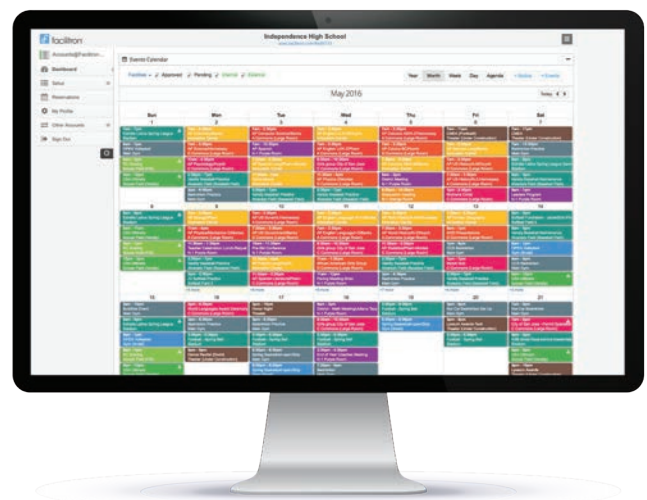
### Reservation Request Portal

- Sites for each individual school with parent sites for clusters/areas and the district
- Search for available school facilities
- Digital facilities catalog/inventory
- Announcement portal

### FRONT END



### BACK END



Facilitron's facility management platform is two systems in one.

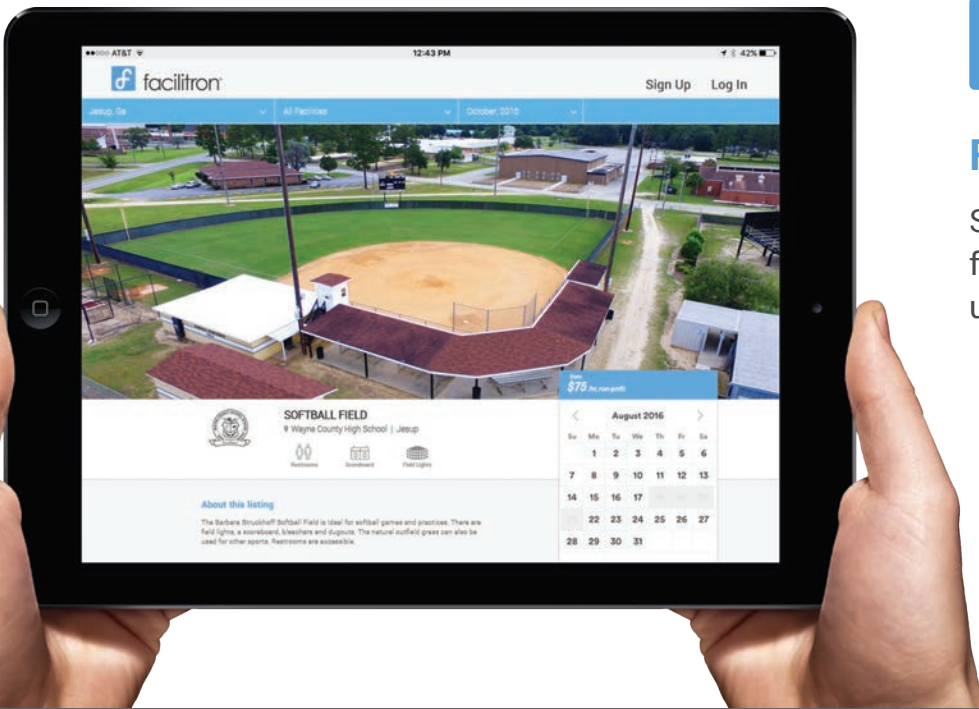
### RESERVATION REQUEST PORTAL

With custom school sites which link right off your own school website, Facilitron creates a place where the community can come to find photos, pricing and information on the availability of school facilities for rent - without calling or emailing school administrators.

### ADMINISTRATIVE PORTAL

Now, in one place, district and school administrators can preview the events and activities that are going on in their gyms, theaters and classrooms all over the district - as well as manage both internal (school) use requests AND public rental requests to use school facilities.

"As for Facilitron, LIFE SAVER. I did facilities use for three years without them and my entire job has changed because of them.  
- Cheryl Galloway, Gilroy (CA) Unified School District



## FRONT END

Search results allow the public to view facility details, configure requests, upload documents and more.

### Facilities Search Results

- Shows district facilities
- See each facility and real-time availability
- View photos, information, location, pricing
- Select dates and times and submit

Paper forms and applications disappear into the "cloud." And Facilitron verifies renter insurance and non-profit status during the application process - which saves school administrators valuable time.

## Registration and Application Process

- Registration/Sign Up for users/organizations to determine rate categories and insurance requirements
- EIN registration and verification for non-profits
- Custom application questions, services and equipment rates listed on per facility basis

Terms & Conditions

This Use of Facilities Agreement ("Agreement") is entered into by Napa Valley Unified School District ("District") and the requester in this application ("User"). The User has requested, and the District has approved, User's use of aforementioned facilities including parking ("Facilities"), for purpose(s) described above, a use and relationship authorized under Education Code 38131 and 38134(a) in that User is a non-profit organization, or a risk or assumption (other than a public agency) remained to...

☒ I agree to the above terms, Facilitron's [Terms of Service](#), and [Privacy Policy](#)

Submit

Users must register their organization and agree to the Terms and Conditions of the district before a request can be successfully submitted...

Create Account

Email Address

First Name

Last Name

password (at least 5 characters)

Phone

☒ Register your organization

organization name

Select Organization Type

EIN (required if tax exempt organization)

street

city

Select State

zip

By signing up, I agree to Facilitron's [Terms of Service](#), and [Privacy Policy](#).

Sign up

Already an Facilitron member? [Log in](#)

## Insurance Options and Payment

- School insurance requirements presented
- Users can upload their own insurance (verified by Facilitron)
- OR purchase per event insurance from 3rd party provider
- Fees including any configured amounts (utilities, custodial services, equipment, application fees, etc) are estimated at checkout
- All payments and refunds are handled by Facilitron

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Event at American Canyon High School

Person or Organization Booking Event

Event Name

Performance

Number of Participants

Number of Spectators

Are you going to charge entrance fee for the event?

Do you require parking for this event?

Reservation Details

Event

Event Insurance Protection

facilitron

Event Insurance

This facility requires event liability insurance. (view insurance requirements)

Would you like to purchase event liability insurance?

\$150.00

YES

NO

Optional Services & Equipment

Event Insurance Protection

Event Insurance Protection

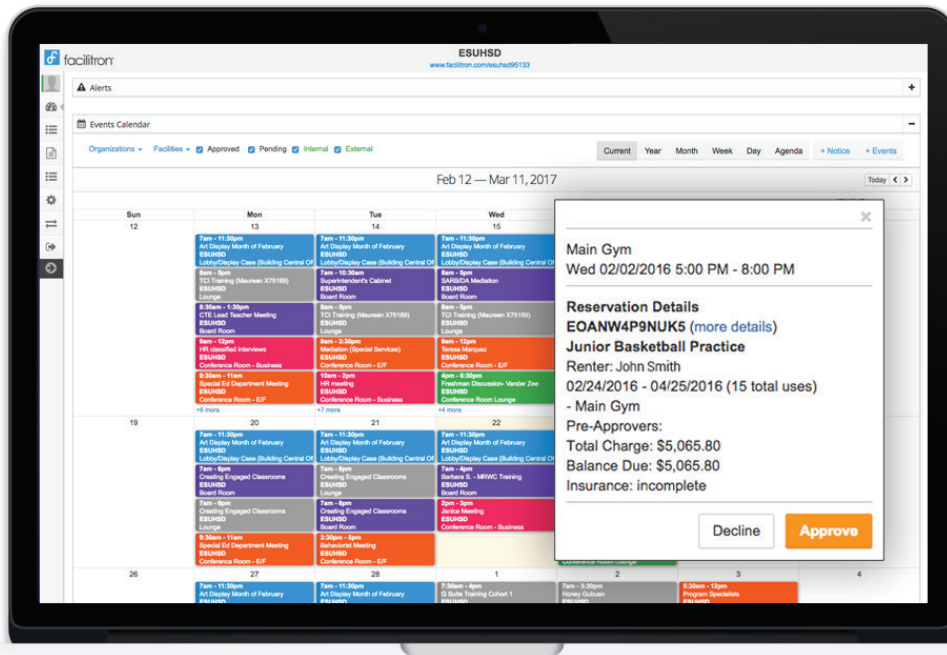
Order Summary

Control Staff

Theater Technician/House Manager

Audio/Visual System

Theater



## BACK END

Command central for administering reservations is the Dashboard Control Center.

### Dashboard Control Center

- Facilities Calendars - for district/ cluster or specific school
- Alert Center
- Pending Reservations
- Approving and Declining Requests

## Dashboard Calendar

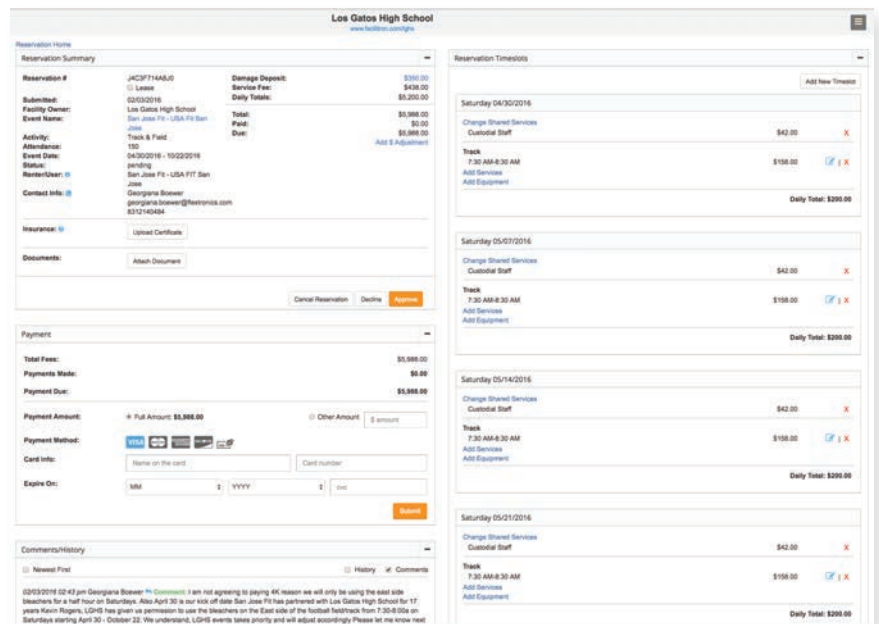
- District officials can sort and view all activities at any school or any facility in the district
- Sort by reservation type – approved, pending, internal or external
- See multiple calendar views including agenda view - a printable, email-ready list of every activity displayed chronologically
- Preview reservation details by clicking on any reservation.
- See charges, payments, insurance status

*The Reservation Detail Page is the centralized location for information, documents, communications and more for a specific reservation.*

## Reservation Detail Page

Items found here include:

- Facility use permit (on approved reservations)
- Insurance documents
- Photos/documents (damage, floor plan, setup)
- Renter contact & request info
- Record of payments, refunds and adjustments
- Internal and external comments
- Reservation time slots with service and equipment detail
- Calendar syncing
- Work Order dispatch and more



## FACILITRON'S BUSINESS TERMS

Facilitron charges a service fee of 6-12% on all approved, external rentals with a dollar value greater than zero. This model allows us to charge districts nothing for complete account set up, training, and ongoing customer support and account management. With Facilitron there are NO DIRECT COSTS to the district.





## DATA & REPORTING

Reconcile and analyze financial and use data like never before to better understand facility utilization and recovery costs.

### Financial Reports

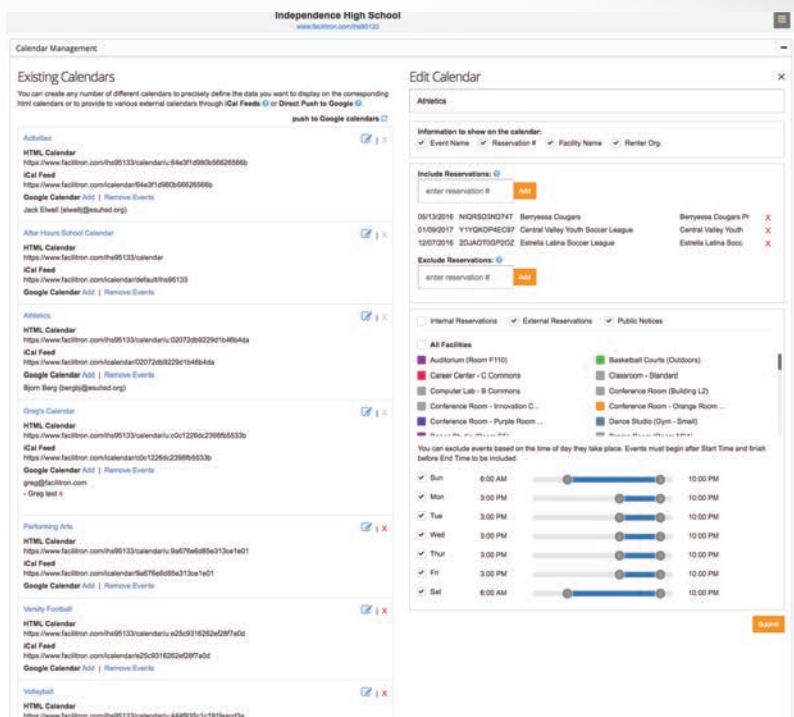
- Revenue reports by school
- Track approved, pending, declined amounts and view detail
- Itemized reports: services, equipment
- Consolidated list of renters

### Increase revenue and efficiency:

Districts such as **East Side Union HSD** in San Jose, CA have seen rental revenues **TRIPLE** while admins have increased efficiency and **cut administrative costs by 75%** or more annually.



*No apps to install:*  
Facilitron's responsive design allows you to comfortably interact with your account on any device.



## CUSTOM SETUP & SUPPORT

A partnership with Facilitron includes full custom account setup, training, and 24/7 customer support at no cost.

### Calendar Management, Rates, Roles

- Set unlimited rates and rate structures
- Create and publish custom calendars
- Create roles and determine user access by facility
- Manage communication settings