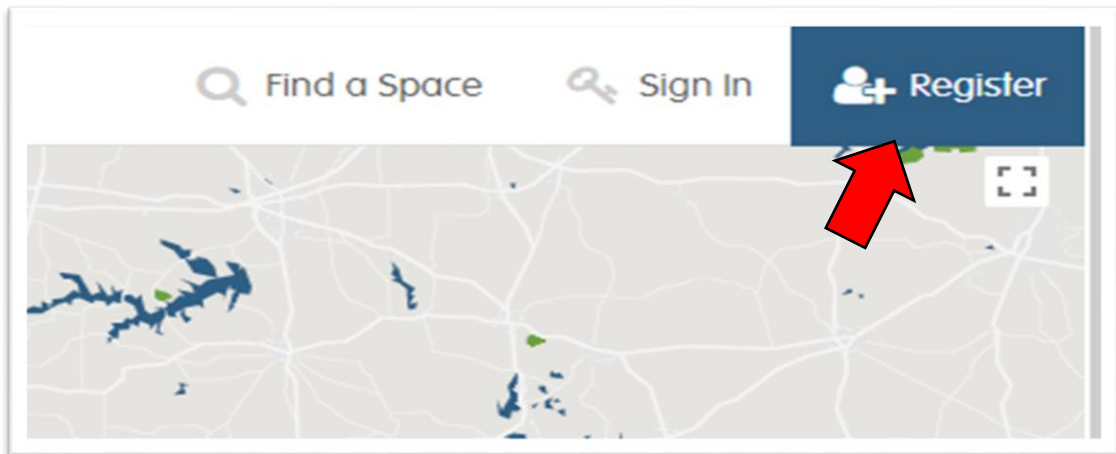
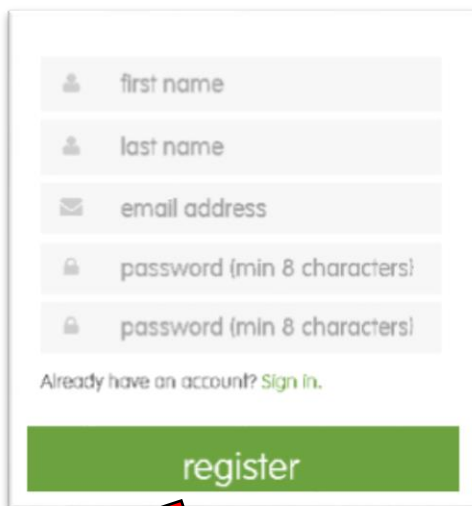


How to Register for a Dallas ISD Facility Rental Account

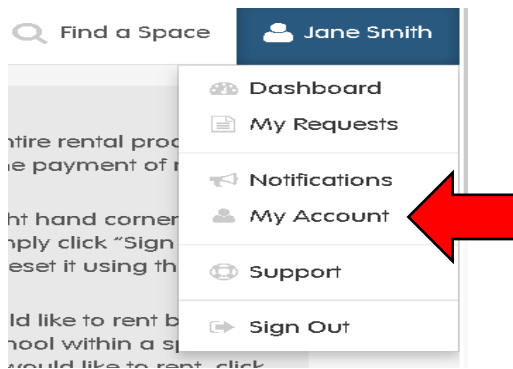
1. Visit the Dallas ISD rental facility website at <https://www.dallasisd.org/rentals>
2. In the upper right-hand corner of the main page, click “ Register”



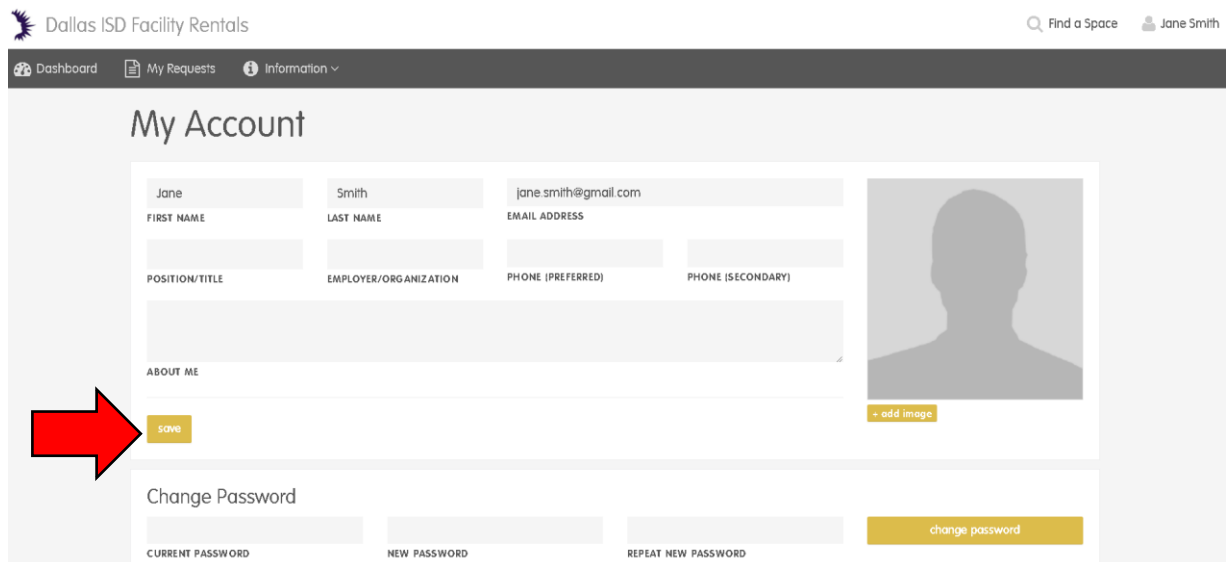
3. Fill out the registration information and click “register”.

A screenshot of the registration form. The form contains five input fields: 'first name', 'last name', 'email address', 'password (min 8 characters)', and another 'password (min 8 characters)'. Below the fields is a link that says 'Already have an account? Sign in.' At the bottom of the form is a green button labeled 'register'. A red arrow points to the 'register' button.

4. Once registered, click on your name in the upper-right hand corner, scroll down and click “My Account”.



5. This is your “My Account” screen. Add the additional contact information for your profile. Click “Save.”



6. Congratulations, you have completed the account registration and are now able to submit rental requests!
7. Once registered, the system will send you an email asking you to confirm your email address. Click the “Confirm my account” link to confirm your email address.