



DIERINGER SCHOOL DISTRICT #343

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In a partnership with Facilitron, Dieringer School District has launched custom facility use sites for the district and each school – allowing facility use requests to be submitted at any time during the school year. You can view and request all district facilities at: <https://www.facilitron.com/dsd98391>. Although the process of requesting/approval/management of facility use is digital, what's implemented on Facilitron, is dictated by Dieringer School District's board policies on facility use. The district's administrative staff makes final decisions on all facility use requests.

Facilitron will assist with the set-up of organization and user accounts along with verification of non-profit status (if applicable). Facilitron will also collect payment and proof of insurance (certificate of insurance) on the district's behalf. Payments can be submitted conveniently on Facilitron. **Payment options include major credit cards, checks, ACH/eCheck, and Paypal.** Proof of insurance (certificate of insurance) can also be conveniently uploaded into the system, and/or it can be obtained directly through Facilitron.

The new system is live for all sites. **The only way to request use of a district facility is by creating a Facilitron account and submitting a request online.** Please click [HERE](#) for an introduction to placing a request. If you need any assistance setting up an account and/or in submitting a facility use request, you can contact Facilitron directly at: support@facilitron.com, or by calling them at: **800-272-2962 ext 1.**