COMMUNITY USERS

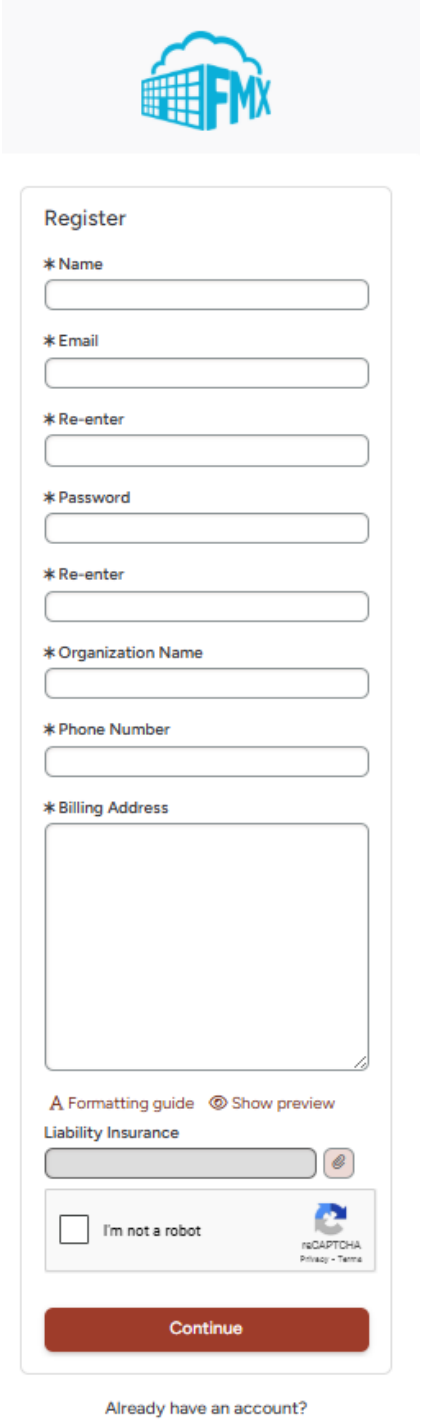
Using the edge Microsoft browser

Log onto: https://amityregion5.gofmx.com/register

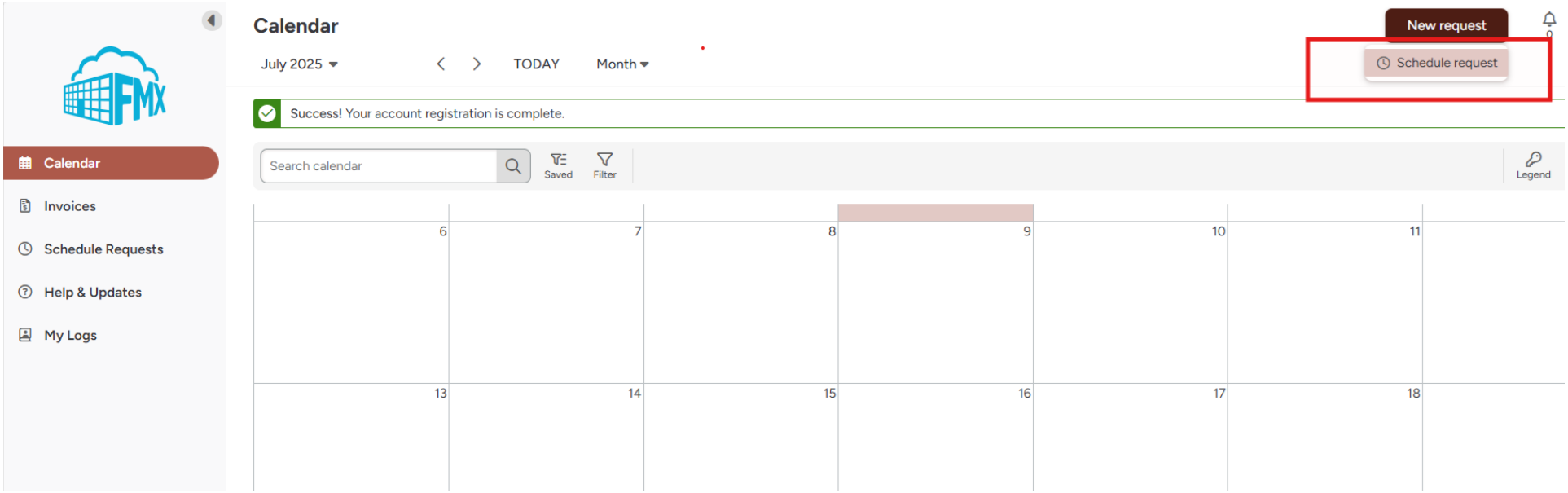
Fill out the necessary information and press continue

Once you register an account with FMX, you will receive a confirmation email.

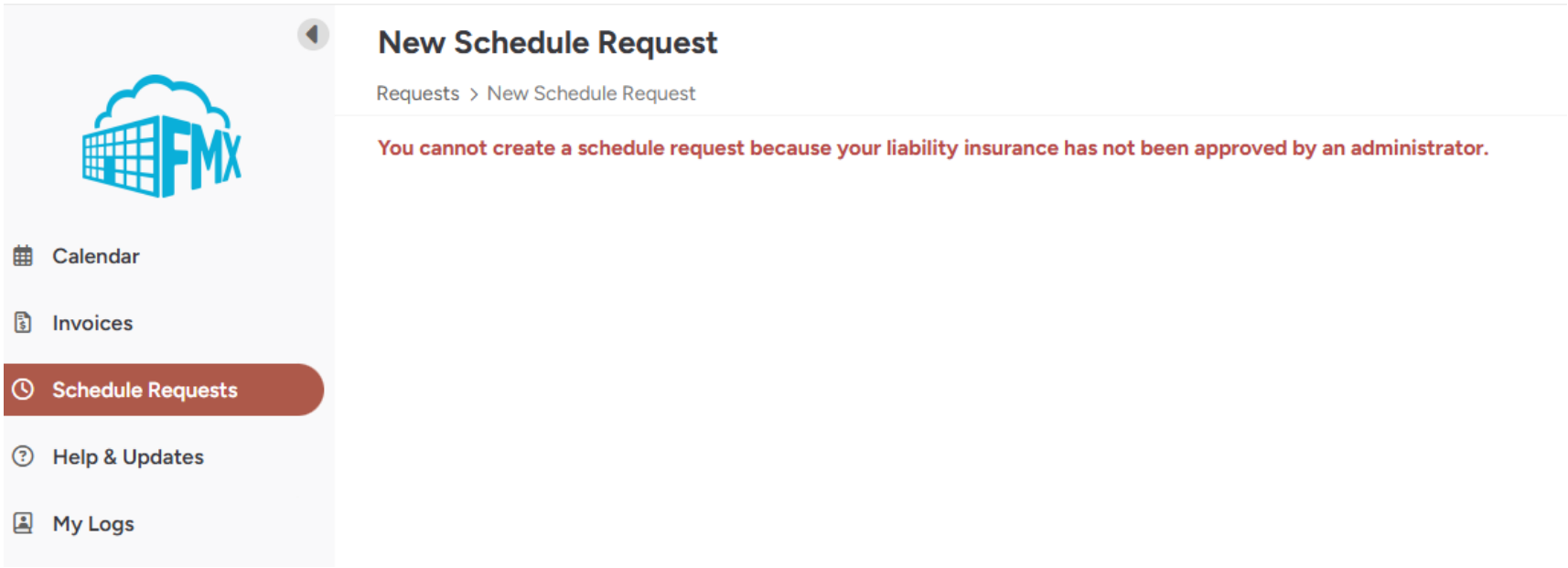
- Until your Liability Insurance is approved by an Amity Administrator, you will not be able to schedule a request.



In the top right corner click “New Request” and select “Schedule Request”

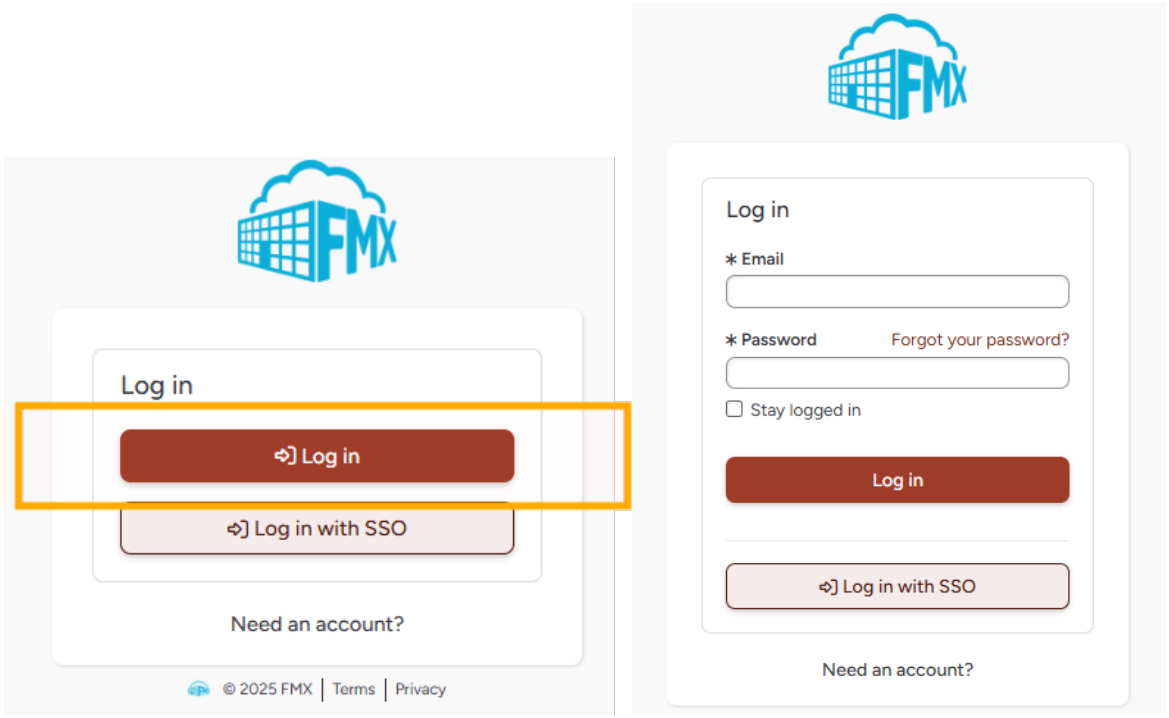


Until your liability Insurance is approved, you will not be able to schedule a request. After you click schedule request, you will receive this message:

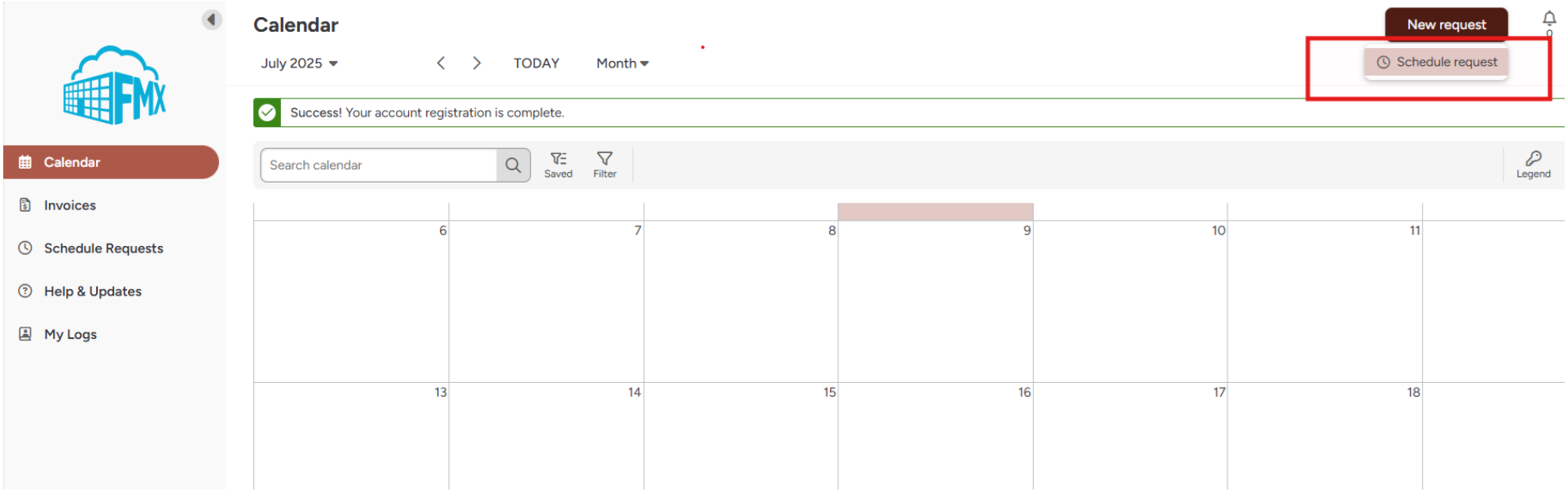


Once your liability insurance is approved, you will be able to move forward with your schedule request.
Please log in by using the edge Microsoft browser: https://amityregion5.gofmx.com/login

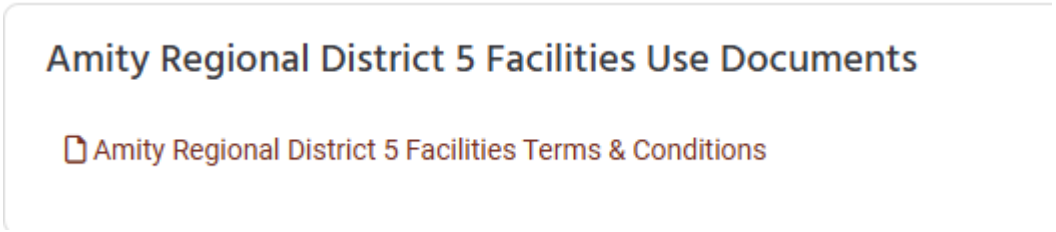
Use the email and password you used to register with:



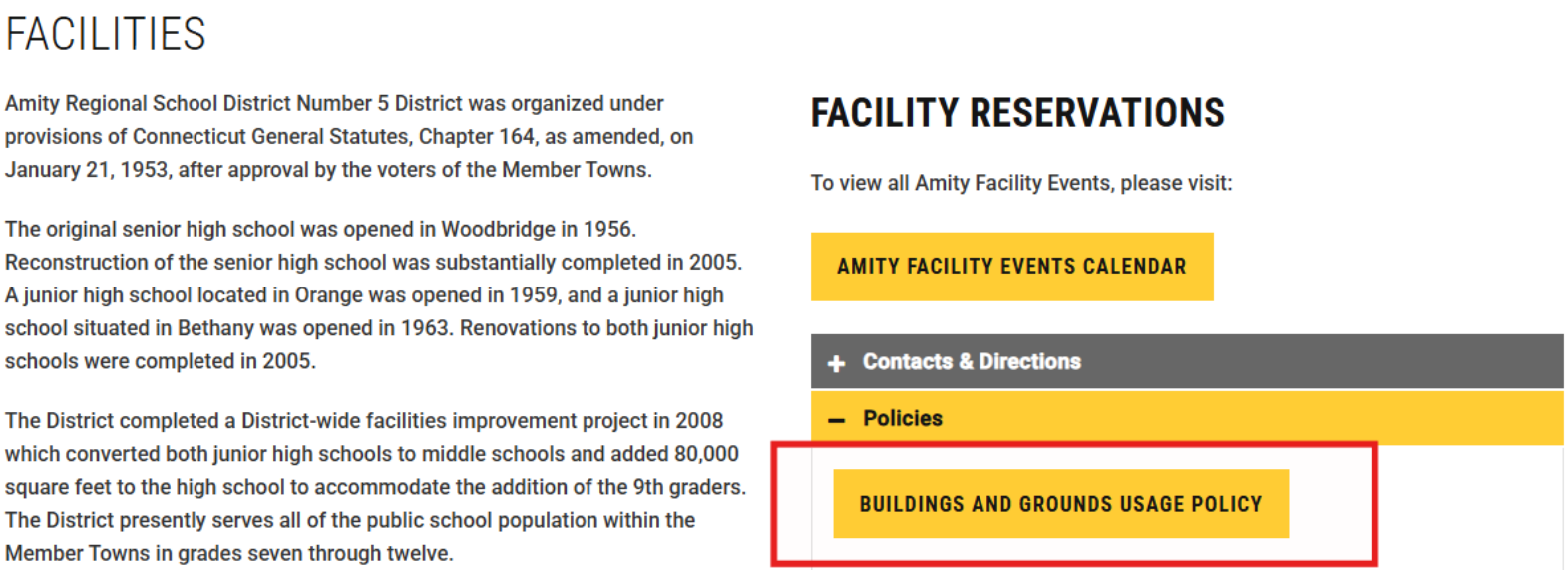
In the top right corner click “New Request” and select “Schedule Request”



At the top of the New Schedule Request, you can click Amity Regional District 5 Facilities terms & conditions.



Amity Regional District 5 Facilities Terms & Conditions will bring you to the Amity Homepage for Facilities where you can view the Building Usage Policy. It goes over the DO's and DON'TS to renting our facility and the cost for renting our facility.



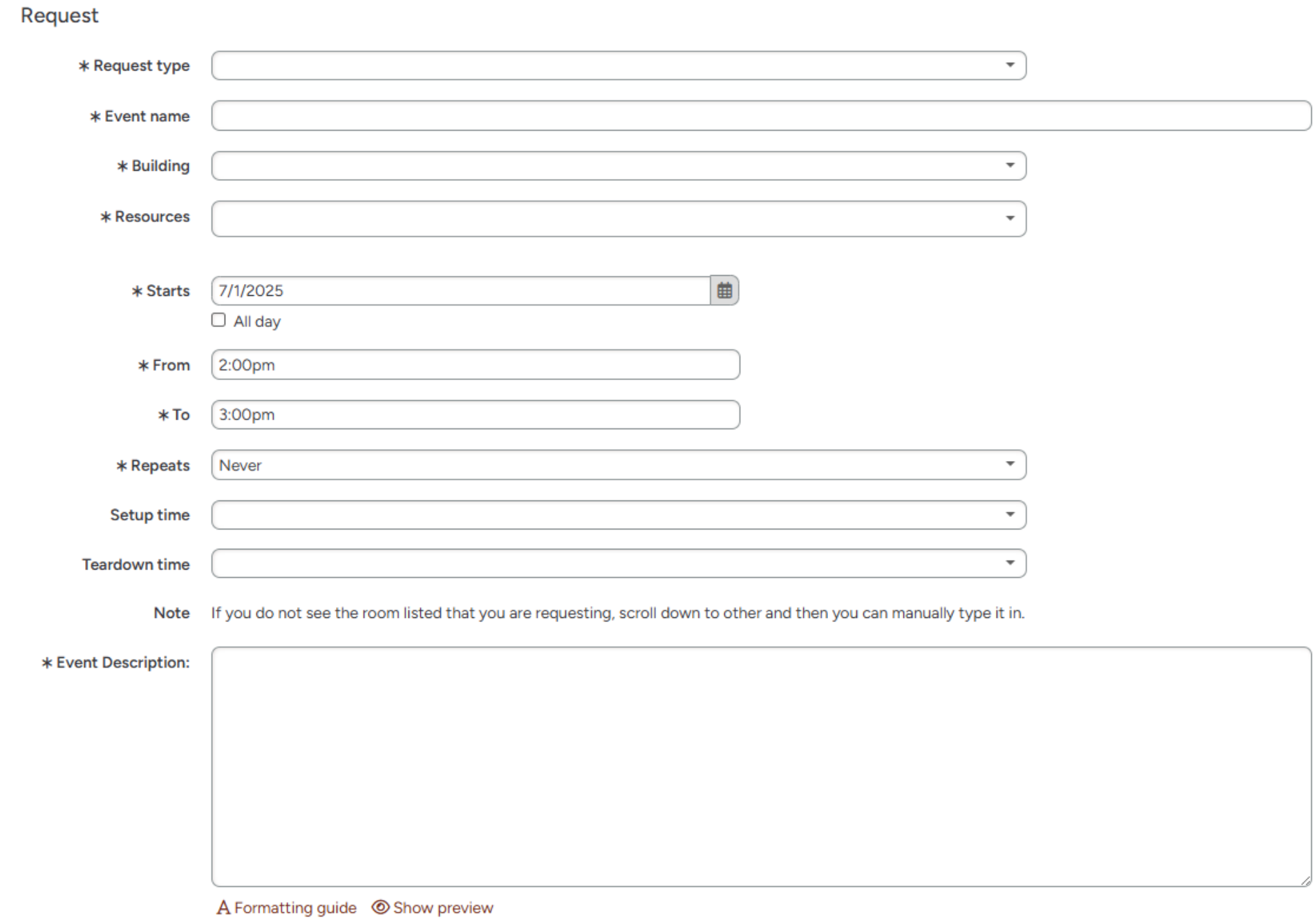
FACILITIES

Amity Regional School District Number 5 District was organized under provisions of Connecticut General Statutes, Chapter 164, as amended, on January 21, 1953, after approval by the voters of the Member Towns.

The original senior high school was opened in Woodbridge in 1956. Reconstruction of the senior high school was substantially completed in 2005. A junior high school located in Orange was opened in 1959, and a junior high school situated in Bethany was opened in 1963. Renovations to both junior high schools were completed in 2005.

The District completed a District-wide facilities improvement project in 2008 which converted both junior high schools to middle schools and added 80,000 square feet to the high school to accommodate the addition of the 9th graders. The District presently serves all of the public school population within the Member Towns in grades seven through twelve.

After you view our policy, please submit your New Schedule Request.



* Organization

**If you do not see your organization listed, please contact Christine.Musante@amityregion5.org

* Contact phone number

* Contact billing address

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* Number of Attendees

Note Anything over 100 attendees requires security to be selected from the Required Maintenance Services drop down below.

* Number of Adults

* Number of children

* You agree as the applicant to be resposible in seeing all event participants exit the building after your event.

* Will you be charging admission for this event?

* Will fees, contributions, donations, or other money be collected?

∗ Will refreshments be served?

∗ Required Maintenance Services

Note: Adding Security is required and will be charged for outside security hours. This will reflect in the estimate/invoice.

∗ Provide service desciption for EACH of the services selected above:

Formatting guide Show preview

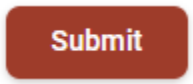
∗ I have read and agree to the Building Use Regulations linked above this age.

Attachments

Upcoming reminder day(s) before an event's start date.

Make private Submit Back

When you are done inputting your new schedule request, click submit.



Once you submit your request, it will be pending FMX Administrator's approval.

The FMX Administrator will receive your new schedule request and will route it accordingly.

If you have specific schedule request questions, please contact

Christine.musante@amityregion5.org

If you have specific billing questions, please contact
Kelly.stoner@amityregion5.org