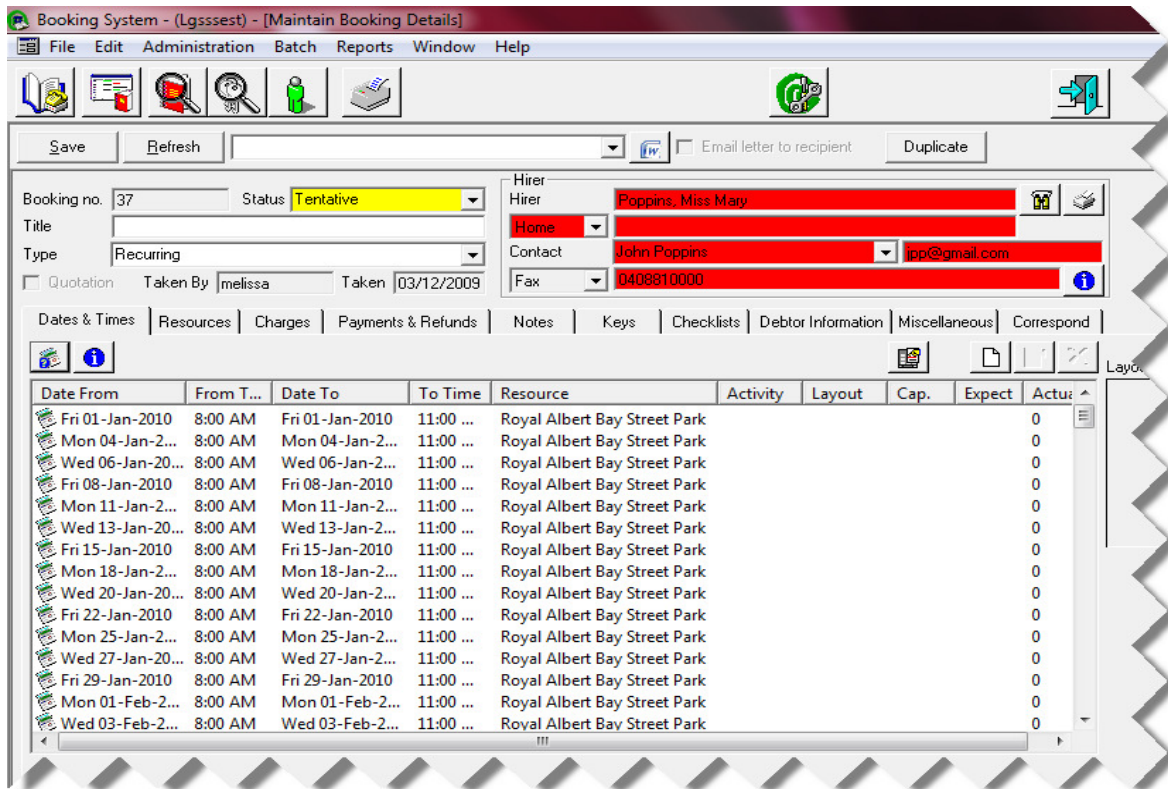


Organisations such as LGA's have a range of assets available for use by the community, and which represent both a service to clients as well as an important source of revenue.



The Resource Facility Booking module of our *Community Services Suite* has been developed to optimise the effective management and utilisation of those facilities.

Major features at a glance:

- Handles a range of assets available for hire such as halls, sporting facilities, community buses, camping grounds and baby capsules.
- Simplifies administration
 - Default hire rates and charges
 - Flat rate, hourly rate, per km etc.
 - multiple user defined charge types and charge periods
 - Definable Amenities for resources
 - Maintenance periods – single and recurring
 - Security access settings per resource per user
 - Define able bookable hours for each resource
 - Easily create MSWord templates for correspondence
- Records all booking details including:
 - Payments due
 - Facility to manually record deposits and bonds paid
 - Record notes for a booking
 - Record and Review Alerts on Hirers
 - Ability to add pre and post maintenance non chargeable times for booking dates
 - Reminders on login re: keys to be returned, tentative bookings, insurance expiring
 - Records details of keys issued/unreturned
 - Hirer Provided and Council Provided check lists items
 - Recurring bookings, Duplicate Recurring bookings
 - Special dates (eg. holidays) display on schedular
 - Regulatory information e.g. Workcover, alcohol license, Insurance details
- GST compliant

