

FACILITIES SCHEDULER™

Tomorrow's Integrated Information Systems

The Keystone Facility Scheduler module lets you define your facilities, organize them into complexes, create and track bookings and their related charges and finally produce contracts for the bookings created.

- Define any number of complexes and facilities
- Facilities can be categorized to make it easy to search for facilities that meet your customers' needs and that are available on specified dates
- Schedule bookings for customers
- Create recurring bookings when applicable
- Create contracts
- Print contracts for customer signature using the standard contract form or create a custom contract to suit your specific needs
- Create a different custom contract form for each category of facility
- Invoice booking charges – one time for one-time bookings or monthly for seasonal bookings – and post to the accounts receivable sub ledger and the general ledger
- Process payments through the cash receipts module, applying payments to a specific contract or invoice or process payments from within the Facility Scheduler module
- Track collection of amounts invoiced through the accounts receivable module and add finance charges to accounts in arrears
- Produce contract statements and scheduled payment reminder notices
- An optional web interface is also available offering you the ability to post the schedule for each of your facilities to your website and provide customers with a link to email you requesting a booking