



Follow the instructions below to register for an account and log in:

- 1) Open your internet browser (Chrome, Firefox, Internet Explorer, etc.) and navigate to gvsd.gofmx.com/register
- 2) Enter your First name, Last name, Email, re-enter your Email, Password and Re-enter the Password, Contact Name, Address, Phone number and upload your insurance document. If you have a 501c you can upload that as well.
- 3) Click the Continue button to register for an account.
- 4) Check your email, a confirmation email will be sent to confirm your account. Click the confirmation link in the email to complete your account registration and log in to FMX.
- 5) Once your registration is submitted our facilities coordinator will complete the process. You will not be able to add a schedule until the process is completed.

Refer to these links for education on how to properly submit requests:

Click [here](#) to learn how to submit a Schedule Request.

If you ever forget your password, click [here](#) to learn how to reset your password.

If you run into any complications or have additional questions, contact facilities@gvsd.org.