

Musical Instrument Loan Agreement Form

Instruments are available to hire for \$50 per Term. (Subject to availability)

Instruments available for hire include:

- Flute
- Alto Saxophone
- Violin
- Clarinet
- Tenor Saxophone
- Cello
- Bassoon
- Trumpet
- Viola
- Trombone
- Euphonium
- Bass Clarinet

STUDENT DETAILS

Student Name: _____

Parent/Carer Name: _____

School: _____ Class: _____

Instrument on Loan: _____

Mailing Address: _____ Contact number: _____

INSTRUMENT DETAILS

Type: _____ Brand: _____

Serial number: _____

Accessories: _____

I acknowledge that the above instrument, at all times, remains the property of the MacKillop Catholic College Music Department, and is issued on loan to the student subject to the following conditions:

- (a) The instrument is to be used by the student to whom it is issued and by no other person.
- (b) Every care and attention must be given to the instrument during the period of the loan.
- (c) The instrument is returnable on demand at any time for inspection, repair, and adjustment, or for any other cause. Minor repairs and adjustments during the year are the responsibility of the parents/guardians at their cost.
- (d) Loss or damage of any instrument on loan must be immediately reported to the College. This will therefore result in a decision made by the College as to whether the student be held responsible. Generally, parents are responsible to fix or replace the instrument. Our College will only cover accidental damages/loss incurred during school time activities, including out of hours rehearsals or an official organised College function. Insurance includes accidents considered out of the students' reasonable control. Incidents such as poor handling, dropping,

leaving lying around etc. cannot be covered by College insurance. You, the guardian, will be held liable for any damage caused to the instrument due to mishandling, neglect or deliberate vandalism.

- (e) If the student does not observe the instrumental music programme policy on attendance of scheduled lessons, ensembles, rehearsals, performances or shows lack of progress due to lack of regular practice the loan may be terminated. If, in the opinion of the music teacher, a student is not taking reasonable care of the instrument, the loan may be terminated. Parents may appeal the decision by lodging a notice in writing to the Principal within one week.
- (f) Payment of hire is required by the end of Week 2 of each term through a payment service determined by the College. Refunds are not available for part of a term. Terminated contracts will be charged until the end of a term.
- (g) The instrument must be returned to the College by the last Friday of any given term if the student is not requiring the loan for the following term, otherwise bills will be sent for the next term. All instruments on loan from MacKillop Catholic College must be returned before the last two weeks of the academic year.
- (h) In all cases, instruments should be returned in good working order (reasonable depreciation taken into consideration). We reserve the right to charge for the servicing or repair to an instrument returned that is in less than satisfactory condition.
- (i) Students leaving MacKillop or affiliated schools under the MacKillop Instrumental Programme must return the instrument before exiting.

Please copy this form for your personal records and return the signed original to MacKillop Catholic College.

By signing this form you are agreeing to the above terms and conditions.

*I understand instrument hire is an additional **\$50 per term** and considered independent and separate to any lesson price.*

AGREEMENT

Student Name: _____

Parent/Carer Name: _____

Parent/Carer Signature: _____ Date: ____ / ____ / ____

If you have any queries regarding this contract please contact the Instrumental Music Coordinator at MacKillop Catholic College.