

BAND AND ORCHESTRA STUDENTS ONLY



INSTRUMENT USAGE AGREEMENT FORM

RPS 205 provides school-owned instruments to music students at no cost. In order to provide adequate instruments for all interested students, this form needs to be completed and returned with your school registration information.

Students will not be permitted to use school-owned instruments without this signed agreement.

The following Terms Apply:

- There is no fee for instrument use, however the student / family will be responsible for instrument damage or loss.
- Students will receive a working new or previously used instrument.
- Instruments will be scanned out to students by the music teacher at the start of the school year.
- Instrument **MUST** be scanned in by the **music teacher** in order to be considered returned.
- Instruments requested for summer use must be scanned in at the end of the school year and then scanned out for the summer for record-keeping purposes.
- Damaged/replacement costs will be assessed within one week of check-in. You will be notified of fees charged and expected to pay at that time.

AGREEMENT:

Student Name: _____ Student ID #: _____

School Attending: _____ RHS Marching Band: YES NO

Parent/Guardian Name(s): _____

Address: _____

Phone: _____ Email: _____

I agree to the instrument usage terms as listed above:

Signature _____ Date _____

***** (For Teacher Use Only) *****

Instrument Check-Out Date: _____ **Due Date:** _____

Instrument: _____ Serial # _____ Bar Code # _____

Instrument Condition: _____

Case Included: YES NO

Instrument Check-In Date: _____

Instrument: _____ Serial # _____ Bar Code # _____

(Checked out instrument serial numbers must match this rental agreement)

Instrument Condition upon Return:

_____ Satisfactory

_____ Unsatisfactory

Case Returned/Included: YES NO

Comments (Damage Information.): _____

Fees assessed through InTouch: _____

(InTouch fees are sent directly to your school to cover repairs)
