

# Lancaster City Schools Instrumental Music Department

## Loan Agreement for School-Owned Musical Instruments and Equipment

Student's Name: \_\_\_\_\_

Graduation Year: \_\_\_\_\_

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Instrument Borrowed: \_\_\_\_\_

Make / Model: \_\_\_\_\_

Serial Number: \_\_\_\_\_

Accessories: \_\_\_\_\_

*includes mouthpieces, neckstraps, valve oil, cleaning supplies, drum sticks or mallets, reed case, etc.*

Current Condition:            Excellent            Very Good            Good            Fair

*I have received the above instrument in working order and agree to assume full responsibility for the instrument while it is in my possession.*

*I understand that if the instrument is returned in the same condition as when it was received, less reasonable wear and tear, my obligation has been fulfilled. It is clearly understood that if there is any damage to the instrument due to negligence, I will be responsible for the cost of repair or replacement.*

*I understand that any repairs necessary during this time must be reported to the director in writing.*

\_\_\_\_\_  
Student's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent's Signature

\_\_\_\_\_  
Date

\*\*\*\*\*

Instrument's Primary Location (Choose One):

\_\_\_\_\_ For Use at Home

Address Where Instrument Will Be Located: \_\_\_\_\_

\_\_\_\_\_ For Use at School

LHS Compartment Number: \_\_\_\_\_

\*\*\*\*\*

**APPROVED:**

\_\_\_\_\_  
Band Director's Signature

\_\_\_\_\_  
Date

\*\*\*\*\*

**RETURNED:**

\_\_\_\_\_  
Band Director's Signature

\_\_\_\_\_  
Date

Condition Upon Return:            Excellent            Very Good            Good            Fair            Poor