

HAMILTON CITY SCHOOL DISTRICT  
FINE ARTS DEPARTMENT

LOAN AGREEMENT  
FOR SCHOOL-OWNED INSTRUMENT

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

Grade \_\_\_\_\_ School \_\_\_\_\_

Parent/Gdn.'s Name \_\_\_\_\_

Phone: Home \_\_\_\_\_ Work \_\_\_\_\_ Cell \_\_\_\_\_

Address \_\_\_\_\_ Zip \_\_\_\_\_ Email \_\_\_\_\_

**TEACHER WILL COMPLETE THIS SECTION**

Instrument \_\_\_\_\_ Make \_\_\_\_\_ Serial # \_\_\_\_\_

Supplied with the following accessories \_\_\_\_\_

Date of Issuance \_\_\_\_\_ Condition \_\_\_\_\_ Replace. cost \_\_\_\_\_

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

TO PARENT AND STUDENT:

In light of your child's apparent interest and need, a school-owned musical instrument is being assigned temporarily. Both the parent and the child must agree upon the following rules:

1. To be personally responsible for the safekeeping of this instrument and to return it immediately to the school upon the request of the director or principal.
2. To allow no person other than myself to play, handle or use this instrument without specific permission of the director.
3. To maintain it in good playing condition at all times. To repair as deemed necessary by the director.
4. To keep the instrument clean, polished, adjusted, and properly maintained at all times.
5. To pay the current value in the event of loss or total damage. Non-payment will result in grades and/or credits being withheld. In addition, appropriate legal action may be taken if necessary.
6. To encourage my child to use the instrument to the best of his/her ability for serious study including regular attendance at all organization rehearsals and performances, regular home practice and additional instruction and study will be encouraged.

I understand that the instrument is being assigned to my child according to the provisions of the Hamilton Board of Education policy.

The instruments owned by the Board of Education can be assigned to the appropriate person regardless of financial need in order to provide a balanced music program.

A non-refundable instrumental fee of twenty dollars (\$20.00) will be required at the time the instrument is issued. Make checks payable to "Hamilton Board of Education". Please sign below and return to the instrumental music teacher in order to receive the instrument. A photocopy will be sent to you.

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

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

**TEACHER WILL COMPLETE THIS SECTION**

Date Returned \_\_\_\_\_ Condition \_\_\_\_\_

FA-9 (1/06)