

**KAILUA INTERMEDIATE SCHOOL BAND
INSTRUMENT LOAN CONTRACT**

Student's Name: _____

Instrument Type: _____ **Case Number:** _____

Locker Number: _____ **Lock Combination:** _____

Comments/Other Information: _____

By signing this form, we agree to and understand the following rules:

1. Each student and parent/guardian shall assume complete responsibility for all instruments and property assigned to them, and shall pay for all repair or replacement costs. The only exception is if the repair is minor and necessary due to normal wear and tear (such as cork or pad replacement).
2. The instrument must be returned immediately upon the request of the instructor.
3. Refrain from sitting or stepping on cases.
4. Hold the instrument properly when assembling, playing, carrying, or disassembling it.
5. For woodwind and brass players, drain, swab, and wipe all moisture from the instrument after playing.
6. For percussionists, be sure that all equipment is returned to its proper location, and that the cabinet is kept neat at all times.
7. Do not exchange or share instruments. Do not let your family and friends play the instrument, even if they have prior experience.
8. Do not attempt repairs on your own. Report problems to the instructor immediately.
9. Do not eat, drink, or chew gum while playing the instrument (including percussionists). Always wash your hands and rinse your mouth before playing.
10. Never leave your instrument unattended. Theft, vandalism, or heat damage may occur.
11. Do not play the instrument outdoors such as while walking to school, while waiting for your ride, etc. Practice at home or in the bandroom only.
12. Never leave your instrument on a music stand. Place it gently on the ground horizontally.
13. Students who are unable to follow these guidelines will not be allowed to use a school instrument for the remainder of the year.

Student's Signature: _____

Date: _____

Parent's Signature: _____

Date: _____