



SCHOOL OF MUSIC

## INSTRUMENT LOAN AGREEMENT

### **STUDENT INFORMATION**

NAME: \_\_\_\_\_ TCU ID: \_\_\_\_\_

PERMANENT ADDRESS: \_\_\_\_\_

PERMANENT PHONE: \_\_\_\_\_

TCU ADDRESS: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ TCU EMAIL ADDRESS: \_\_\_\_\_

### **INSTRUMENT INFORMATION**

INSTRUMENT: \_\_\_\_\_ MAKE: \_\_\_\_\_ SERIAL NUMBER: \_\_\_\_\_

LOCKER NUMBER: \_\_\_\_\_ COURSE: \_\_\_\_\_ SEMESTER: \_\_\_\_\_

CONDITION: (SELECT ONE)

POOR

FAIR

GOOD

EXCELLENT

NEW

ACCESSORIES (IF ANY) INCLUDED WITH INSTRUMENT:

MOUTHPIECE

LIGATURE

BOCAL

BOW

OTHER: \_\_\_\_\_

I, \_\_\_\_\_ REALIZE THE FULL RESPONSIBILITIES, BOTH STATED AND IMPLIED, OF BEING FURNISHED WITH A TCU INSTRUMENT, AND AM AWARE THAT THESE INSTRUMENTS ARE FOR TCU RELATED USES AND ACTIVITIES ONLY. I ACCEPT THIS RESPONSIBILITY AND WILL MAINTAIN THE CARE OF THE INSTRUMENT AS TO RETURN IT IN GOOD PLAYING CONDITION, WITH CONSIDERATION FOR NORMAL WEAR AND TEAR. I FURTHER REALIZE THAT FAILURE TO COMPLY WITH THESE RESPONSIBILITIES WILL RESULT IN MY BEING CHARGED BY THE BUSINESS OFFICE FOR REIMBURSEMENTS FOR ANY DAMAGES OR LOSS. NON-PAYMENT MAY PREVENT THE RELEASE OF TRANSCRIPTS, RE-ENROLLMENT IN THE UNIVERSITY OR GRADUATION. I UNDERSTAND THAT A NON-REFUNDABLE FEE OF \$100 PER SEMESTER MAY BE REQUIRED FOR THE USE OF AN INSTRUMENT PROVIDED BY THE UNIVERSITY.

I HAVE READ AND UNDERSTAND THE ABOVE CONTRACT AND AGREE TO ALL THE CONDITIONS SET FORTH BY THE CONTRACT BEGINNING ON THE DATE BELOW.

CHECK-OUT

CHECK-IN

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
STUDENT SIGNATURE

\_\_\_\_\_  
DATE

\_\_\_\_\_  
STAFF REPRESENTATIVE

\_\_\_\_\_  
STAFF REPRESENTATIVE