

Instrument Loan Agreement

University of Connecticut - Department of Music

Name:		People Soft ID	
Home Address: Street	City	State	Zip Code
Campus Address: Street	City	State	Zip Code
Home Phone:	Cell Phone:	Email Address: (Contacted via email)	
Ensemble(s) or Class(es)	Fall Spring	Winter Break Summer	
	Semester (Choose all that apply)		Return Date
	To be filled out by office		
Instrument:	Make	Model	Replacement cost
Serial #	Case #	UConn Tag#	Locker #:
Case contents, in addition to instrument:	Condition when issued		Condition when returned

Loan Agreement:

1. This instrument will be checked in and out by the Music Office. It must be returned at the end of the period of use specified above.
2. Acceptance of this instrument obligates the borrower to maintain it for the period of the loan. The borrower must provide reeds, oil, swabs, strings, other expendables, and routine maintenance at his/her own expense.
3. This instrument must be returned in the same condition as it was borrowed, barring normal usage wear and tear. In the event of loss or damage, the borrower will fund the replacement of instrument of equal value, or at list price for an instrument of this model and make.
4. A technician selected by the Department of Music and paid by the borrower will repair damage caused by neglect on the part of the borrower.
5. If the borrower fails to return the instrument by the specified return date, or returns it severely damaged, the borrower will be financially responsible for the instrument and will be billed accordingly.

Failure to comply with the Loan Agreement may result in a hold on the borrower's University of Connecticut Bursar account and the blocking of registration and housing by the University of Connecticut.

I have read and agree to the above terms.

<input type="text"/>		<input type="text"/>
Borrower's signature		Date
<input type="text"/>	<input type="text"/>	<input type="text"/>
Instructor's Name (Print Name)	Instructor's Signature	Date