

UConn

SCHOOL OF FINE ARTS

MUSIC

Instrument Loan Agreement

Name _____ PeopleSoft # _____

Phone # _____ E-mail _____

Home Address Street _____ City _____ State _____ Zip Code _____

Campus Address Street _____ City _____ State _____ Zip Code _____

Fall Intersession Spring Summer

Semester (Check all that apply) _____ Date Out _____ Date Returned _____

To be filled out by Music Office:

Instrument _____ Make _____ Model _____

Serial # _____ UConn Tag # _____ Case # _____ Locker # _____

Condition when Issued _____ Condition when Returned _____ Additional Case Contents _____

Loan Agreement:

1. This instrument will be checked in and out by the Music Department 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, oils, swabs, strings, other expendables, and routine maintenance at his/her own expense.
3. This instrument must be returned in the same conditioned as it was borrowed, barring normal usage wear and tear. In the event of loss or damage, the borrower will fund the replacement of the instrument of equal value or at list price for an instrument of the same make and model.
4. A technician selected by the Department of Music and paid by the borrower will repair damage caused by neglect on part of the borrower.
5. If the borrower fails to return the instrument by the specified return date or returns it 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 Bursar's hold on the borrower's University of Connecticut account and the blocking of his/her University of Connecticut registration and housing.

Borrower's Signature _____ Date _____

Instructor's Signature _____ Date _____