Instrument User Agreement Form

USER FEE IS $20 PER INSTRUMENT EACH SEMESTER AND/OR SUMMER SESSION

- The student MUST store the instrument in a secure place (home or Kimbrough Instrument Lockers) when not in use. **A $5.00 fee will be levied if the instrument is found unattended.** Rental privilege will be revoked if there is a second offense.
- Instruments will only be rented to students for use in a music course for which the instrument is required. Students may not rent an instrument for the purpose of making money outside WSU.
- The contract is not valid during breaks unless accompanied by an insurance policy.
- The return of instruments is governed by the following:
  - **Instruments are to be returned to the School of Music EACH semester,** on or before the Thursday of final week. During the summer session, instruments are to be returned the last day of the six-week session.
  - If the class requiring the instrument is dropped, the instrument must be returned within one week.
  - If the instrument is no longer required, the instrument must be returned.
  - The School of Music reserves the right to withdraw the instrument at any time.
  - Refunds will be given on the following basis: two (2) weeks – full refund; two (2) to eight (8) weeks – half refund; eight (8) weeks and beyond; no refund.
- **Instruments are to be returned clean and in the same condition as at check out.** This includes wiping of resin, perspiration, etc., swabbing and snaking (as applicable), and cleaning out the case and locker.
- Damage not listed on the contract will be repaired at the student’s expense.

I DO, HEREBY, ACKNOWLEDGE FULL RESPONSIBILITY FOR THE INSTRUMENT. IF THE INSTRUMENT IS NOT RETURNED, I ACKNOWLEDGE I WILL BE HELD FINANCIALLY RESPONSIBLE FOR THE REPLACEMENT COST AND MY GRADE WILL BE HELD UNTIL THE UNIVERSITY IS REIMBURSED.

Instrument renting: ________________________________

Student signature ____________________________    Date __________________________