



STALEY MIDDLE SCHOOL 2011-12 INSTRUMENT LIABILITY FORM



Any student using a school owned instrument is required to pay a one time usage fee of \$100.00 that will cover *the entire year* of use. If your family would like to pay by semester or work out another payment plan please contact the band staff directly. Payments should be made within the first couple weeks the year with checks payable to **Staley Middle School**. Please write your students name on the memo line.

We are entrusting a very costly instrument into your care for the next 10 months. Below you will find a space provided to list the condition of the instrument you have been assigned. **Please check over the instrument very carefully.** Your band director will then check the form against the damage you have listed. At the end of the year any damages not listed on this form will be your financial responsibility. In addition, **you will be financially responsible for any repair that needs to be done throughout the year.** If repair is not done in a timely manner more damage may be incurred and again will be your financial responsibility. Instruments that need repair should be taken to any local music store. If your instrument needs repair and a director states that the school will pay for it you must get a note from Mr. Wood **BEFORE** you take your instrument to the music store.

For more information about music stores please check the band website- www.staleyband.org.

Name _____ Instrument _____ Band: BB CB HB SB
Tubas and Bari Saxes receive two instruments and need two forms (with one payment): Circle One: Home School

Serial # _____ SMS # _____ Included in case _____

Condition _____

We understand that the care of the above mentioned instrument will be the sole responsibility of the student and the parent. We also agree that any damage that occurs while the instrument is in our possession will be our financial obligation and will be repaired in a timely manner.

Student Signature _____ Date _____

Parent Signature _____ Date _____

Parent Email _____

Payment Information: Check # _____ Cash Paid \$100 Paid \$50 (other half due in January)
 (Staley Middle School)

Director use only

Date checked out _____ Updated Inventory Initial _____ Copy sent home Initial _____

Date checked in _____ Updated Inventory Initial _____