Calgary Board of Education

**MUSIC INSTRUMENT REGISTRATION AGREEMENT** 

**CONDITIONS – PLEASE READ FIRST:**

A. A registration form must be completed and the appropriate mandatory fee settled before an instrument can be issued to a student. A new instrument registration contract must be completed for the use of the instrument at the commencement of each music program. Students are not assured of the availability of the same instrument they have been loaned previously.

B. The parent/legal guardian, together with the student, assumes responsibility for the music instrument through the registration period and to reimburse the Calgary Board of Education for any loss of or damage to the instrument.

C. The parent/legal guardian is advised to carry personal insurance against loss or damage to the instrument. The value of these instruments may exceed $5000.00.

D. The instruments and cases will be returned to the school when the music program concludes or on the request of the teacher, which ever occurs first. The student is expected to return the instrument to the music teacher for inspection, cleaned and in good working condition.

E. The parent/legal guardian, together with the student assumes responsibility for supplying of reeds, oil, straps, grease, strings and cleaning materials necessary in the use of the instrument.

F. The parent/legal guardian, together with the student, shall inform the school principal immediately in the event of loss or damage to the instrument.

G. Negligence by the student in the care of her/his instrument or lack of attendance at practices will result in the cancellation of the privilege accounted by this agreement.

H. A refund of fees is not permitted.

I. Student studying percussion and string bass must be prepared to share these instruments with students from other classes.

***Summer rental procedures:***

1. A new instrument registration contract must be completed at the appropriate fee submitted for use of the instrument during the summer.
2. Conditions A-I also apply to summer registration (please note Item C.)
3. The instrument is to be returned, cleaned and in good working condition, the first day of school after summer vacation to the school from which it was issued.

**FEE: THIS MUSIC INSTRUMENT REGISTRATION AGREEMENT IS CONDITIONAL TO THE PAYMENT OF THE MUSIC INSTRUMENT RENTAL FEE OF $100.00 AS SPECIFIED ON THE SCHOOL FEE AGREEMENT SHEET DISTRIBUTED TO YOUR CHILD IN THE SCHOOL OPENING PACKAGE. THIS FEE IS PAID TO THE OFFICE WITH ALL SCHOOL FEES.**

**PARENTS/GUARDIAN AGREEMENT**

Understanding that certain instruments have been made available by the Calgary Board of Education for use by student desiring credit in this music program, I request that a music instrument be assigned to:

**Student Name\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Student ID Number\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**In Grade \_\_\_\_\_ during the school year 2017/2018 for use within the music program at Willow Park School.**

**I HAVE READ AND AGREE TO THE CONDITIONS OF THIS CONTRACT AS OUTLINED ABOVE.**

NAME OF PARENT AND/OR GUARDIAN (print) \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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 Parent’s or Guardian’s Signature Date (Year/Month/Day)

STUDENT AGREEMENT

I understand and agree to the above conditions and acknowledge receiving the following instrument in good condition

**PLACE INSTRUMENT INFORMATION STICKER HERE**

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Student Signature Date (Month/Day/Year) **FOR TEACHERS USE ONLY**

 **The personal information contained on this form is collected under the authority of the School Act and Alberta’s Freedom of Information Act**