



2017-18 KYO Instrument Loan Form

MUSICIAN INFORMATION

NAME:

Senior Orchestra Junior Orchestra Other Organization : _____

ADDRESS:

EMAIL :

PHONE :

PARENT/GUARDIAN CONTACT INFORMATION (if applicable)

NAME:

ADDRESS:

EMAIL :

PHONE :

INSTRUMENT:

MAKE/MODEL:

ASSET ID:

ACCESSORIES:

CHECK OUT DATE:

DUE DATE:

BOARD REPRESENTATIVE/DESIGNATE _____ DATE _____

SUMMER EXTENSION REQUESTED: YES DUE DATE: _____

BOARD REPRESENTATIVE/DESIGNATE _____ DATE _____



2017-18 KYO Instrument Loan Parent Consent and Declaration of Responsibility

1. I understand that this instrument is the property of the Kawartha Youth Orchestra. I am responsible for any damage, loss or theft while using the instrument. I acknowledge advice to take out my own insurance to cover the instrument whilst at home or outside of rehearsals.

2. When I leave the KYO or, prior to that date, at the request of the KYO Board, I will return this instrument immediately to the Kawartha Youth Orchestra.

The instrument will be inspected upon its return for damage and loss of accessories, equipment etc.

I agree to accept full responsibility and will pay for loss or damage to the instrument and/or accessories, and agree to the terms and conditions as outlined in this form and evidenced by my signature below.

Musician's signature:

Date:

Parent's signature (if under 18):

Date:

INSTRUMENT RETURN

CHECK IN DATE:

INSPECTION:

INSTRUMENT AND ALL ACCESSORIES RETURNED

GOOD WORKING ORDER

NO PHYSICAL DAMAGE

DAMAGE Describe and attach a diagram depicting damage sites.

Receipt of returned instrument is hereby acknowledged.

Parent's or Musician's Signature: _____

Board/Representative's Signature: _____ Date: _____