



Secondary Band/Orchestra Equipment Usage Agreement

This Secondary Band/Orchestra Equipment Usage Agreement (“Agreement”) is made this _____ day of _____, 20____, by and between the Comal Independent School District (“District”) and _____ (“Parent or Legal Guardian”) of _____ (“Student”).

District will loan a District-owned _____ (“Instrument / Equipment”) for the Student’s use while participating in the District-sponsored Band or Orchestra program during the _____ school year. The use of the Instrument/Equipment by any other person or for any other purpose is not permitted. A non-refundable eighty dollar (\$80.00) user fee will be charged for the use of the Instrument/Equipment and included accessories, if any, for band/orchestra rehearsals, performances, and the Student’s practice, as well as for annual basic routine maintenance. Students in the free lunch program qualify for a fifty dollar (\$50.00) reduction, and students in the reduced lunch program qualify for a twenty dollar (\$20.00) reduction, for a total user fee of thirty dollars (\$30.00) and sixty dollars (\$60.00), respectively. The Instrument/Equipment user fee must be paid prior to receiving the Instrument/Equipment. A payment plan may be considered at the discretion of the Director of Bands/Orchestra.

At the conclusion of the school year, or upon the termination of the Student’s involvement in the program, the District-issued Instrument/Equipment must be promptly returned to the District in satisfactory condition. Any damage to the Instrument/Equipment, or any included accessories, that is deemed beyond normal wear and tear by the Director of Bands/Orchestra or the District’s Director of Fine Arts will be the responsibility of the Student and/or Student’s Parent or Legal Guardian. A fee will be assessed for the repair or replacement of damaged Instrument/Equipment based on an estimate from a District- approved vendor.

Basic routine maintenance does not include repairs for Instrument/Equipment damage. All repairs or replacement of Instruments/Equipment or accessories must be coordinated through the Director of Bands/Orchestra. Under no circumstance should a Parent/Legal Guardian attempt repairs or contract for repairs through a third party. Any unauthorized repairs or modifications made to an Instrument/Equipment will deem the Instrument/Equipment unusable, and the Parent/Legal Guardian will be responsible for its full replacement cost. Further, the Parent or Legal Guardian is responsible for the full replacement cost for the loss of the Instrument/Equipment, including by theft or accident.

Tips for Instrument / Equipment Use and Care:

From time to time, issues with the Instrument/Equipment may occur. Please notify the band director immediately if the Instrument/Equipment is lost, damaged, stolen, or with any other concerns.

Never leave any Instrument /Equipment unsecured.

Store the Instrument/Equipment in its case when not in use.

Please do not leave the Instrument/Equipment in vehicles or exposed to extreme temperatures or damaging elements.

It is highly recommended that Parent(s)/Legal Guardian(s) carry private insurance coverage, particularly for expensive Instruments/Equipment issued to a student.

Parent Signature: _____

Student Signature: _____

Printed Name: _____

Printed Name: _____