

Contract for Instrument Hire 2023



KING'S
COLLEGE

Parties:

The parties to this contract are:

- 1) _____ "The Hirer" (Parent/Guardian)
1b) _____ "Student"
2) **King's College** _____ "The School"

Purpose:

The purpose of this contract is to set out the conditions under which you hire musical instruments from the school.

Instrument:

The school has hired you the following instrument _____

Instrument Serial Number _____

Instrumental Case _____

for the period _____ until **3 December 2023** or student's final day of school if earlier.

The instrument is hired for the exclusive use of the student. Students who are no longer using their instrument may return their instruments at any point throughout the year.

Payment:

The cost of hire will be \$100.00 per term.

Insurance:

It is the responsibility of the hirer to insure the instrument and the replacement cost is \$ _____

Damage/Loss:

The Hirer agrees to take full responsibility for the duration of this contract and will ensure that it is looked after in an appropriate manner. Please ensure the instrument is always named.

The Hirer must notify the school as soon as they become aware of any damage or loss occurring, and the Hirer will be liable for the cost of repairs/full replacement, after consultation with the school. The school may request to see the instrument at any point during the hire period.

Full Record:

This contract represents a full record of the agreement entered into between the parties and replaces any previous written or oral agreements and understandings.

Signature of Hirer: _____ Date: _____

Signature of Head of
Performing Arts on
behalf of King's College: _____ Date: _____

Music Department: Instrument Security and Care Recommendations

- The Music Department strongly advises that instruments can be stored within the Music Department. Please see Lynne Langdon in the Music Office.
- Students should only use their own (or hired) instrument. If students are aware that another student is using their instrument this should be reported to a member of the Music Department staff.
- Day student's instruments should be kept at home and brought to school on the days they are required.
- Instruments should be taken home over the school holidays.
- Instruments should be kept in their cases when not being used.
- Instrument cases should be named and easily identifiable (preferably from a distance). This might include having a label with the student's name on it and a coloured ribbon tied on the handle.
- Students should be regularly using their instruments and should notify Lynne Langdon directly and as soon as possible if they can't locate their instrument. Students that are using hired instruments that are no longer being used are encouraged to return these instruments.
- When reporting a missing instrument, students need to supply their specific instrument make, serial number and any other information which will help identify the instrument (including identifying features on the case). They should also identify when and where they last had the instrument.
- The College's insurance does not cover student instruments, so please ensure that your insurance covers the instruments for use at school.