



Read both sides carefully before completing. The terms, conditions and payment information are on the back of this contract. Payment should be made with regular school fees, or by cheque attached to this form. All forms are due at registration on August 30 and no later than Tuesday September 4, 2018



Remember

- Understanding that certain instruments have been made available by the Calgary Board of Education for use by students desiring credit in this music program.
Completing this form is your request that a musical instrument be registered to the student named.

I am paying by (please select one): [] CHEQUE (made out to Dr. E.P. Scarlett HS) [] SCHOOL FEES (paid on the school fees sheet)

Please print clearly.

Student form with fields: Last Name, First Name, CBE ID Number, Grade

Parent/Guardian (student primary residence) form with fields: Last name, First name, Home #, Address, City, Work #, E-mail, Postal code, Mobile #

School form with field: School

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

Instrument _____ Make _____ Serial Number _____

Student (Print Name) _____ Signature _____ Date _____



Fee Schedule

A registration fee is charged for use of Calgary Board of Education music instruments as follows: Complete the information.

Table with 3 columns: Number of months for your students School's Band Program (not including summer), Monthly Fee, Total Annual Fee. Row 1: 10, X, \$10, =, \$100.00



Confidential Information

The personal information contained in this form is collected under the authority of the School Act and Freedom of Information and Protection of Privacy Act (Alberta) for the purposes noted in this form. If you have any questions about this collection, please contact the school principal at (403) 777-7900.

In signing this form:

- I understand that financial and other information provided is confidential,
I certify that the information given in this application and in any documents attached is updated, correct and complete; and
I accept the terms and conditions of this Contract.
I agree to pay the fees for Music Instrument Registration by means of one of the Payment Options on the reverse side of this form; and
Payment or completed payment agreement found on the reverse side of this form MUST accompany registration.

Parent/Guardian (Print Name) _____ Signature _____ Date _____

Return completed form to your school:

SCHOOL USE ONLY

Teacher (Print Name) _____ Signature _____ Date _____

School Code # _____ Registration # _____



Terms & Conditions

The following terms and conditions form part of this Music Instrument Rental Agreement.

- 1 | **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.
- 2 | 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.
- 3 | The parent/legal guardian is advised to carry personal insurance against loss or damage to the instrument. The value of these instruments may exceed \$500.00.
- 4 | The instruments and cases will be returned to the school when the music program concludes or on the request of the teacher, whichever occurs first. The student is expected to return the instrument to the music teacher for inspection, cleaned and in good working condition.
- 5 | The parent/legal guardian, together with the student assumes responsibility for the supplying of reeds, oil, straps, grease, strings and cleaning materials necessary in the use of the instrument.
- 6 | The parent/legal guardian, together with the student, shall inform the school principal immediately in the event of loss or damage to the instrument.
- 7 | 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 accorded by this agreement.
- 8 | A refund of fees is not permitted.
- 9 | Students studying percussion must be prepared to share these instruments with students from other classes.
- 10 | Summer rental procedures:
 - a | A new instrument registration contract must be completed and the appropriate fee submitted for use of the instrument during the summer.
 - b | Conditions A-I also apply to summer registration (please note Item 3.)
 - c | 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.