



**Baltimore County Public Schools
INSTRUMENT LOAN AGREEMENT
Office of Music and Dance Education**

The parent/guardians and school agree as follows:

- I. [Name of School]_____
- i. [Name of School]_____ agrees to provide one (1) musical instrument for one (1) school year to those parents/guardians who sign this agreement, subject to an adequate supply and based on any other relevant criteria the school deems to be appropriate. The school is not obligated to replace or repair any musical instrument if it ceases to function or in any way becomes inoperable during the school year.
- II. Obligations of the Parent/Guardian
- a. By accepting the loan of this musical instrument, the parent/guardian agrees to:
 - i. immediately notify the principal if the student moves from Baltimore County or ceases to be a student at [Name of School]_____, and surrender the musical instrument at that time;
 - ii. immediately notify the principal if the musical instrument becomes lost, stolen or damaged;
 - iii. be responsible for reimbursing the school [Cost of instrument] \$_____ to replace the musical instrument;
 - iv. be responsible for the cost of any repairs necessary to return the instrument to playing condition;
 - v. monitor child's use of the musical instrument, and ensure that the child only uses the musical instrument for educational purposes;
 - vi. be responsible for prohibiting anyone other than own child from using the musical instrument;
 - vii. return the musical instrument received in good playing condition, no later than [date here]_____ to [Name of School]_____;
 - viii. understand that any failure to return the musical instrument in good condition could result in legal action against the parent/guardian;
 - ix. be responsible for reimbursing the school the replacement cost of the musical instrument if the parent/guardian fails to return the musical instrument to the school by [date]_____.

III. Term

- a. The agreement shall cease instantly and the musical instrument must be immediately surrendered to the school if:
 - i. the parent/guardian or student no longer resides in Baltimore County;
 - ii. the parent/guardian and student no longer wish to participate in the music program;
 - iii. the musical instrument is requested by the school for any reason.
- b. This agreement shall automatically cease on [last day of school]_____, by which time the parent/guardian must return the musical instrument to the school.

IV. This agreement is controlled by the laws of the State of Maryland, exclusive of conflict of interest laws.

It is so agreed.

*For [Name of School]*_____

By: _____
Principal Signature

By: _____
Parent/Guardian Printed Name

Parent/Guardian Signature

**Baltimore County Public Schools
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School Name: _____

Child's Name and Grade: _____

Child's BCPS Student ID Number _____

Parent/Guardian Name: _____

Address: _____

Phone: _____ Work Phone: _____

Email address: _____

Emergency Contact: _____

Address: _____

Phone: _____ Work Phone: _____

Email address: _____

By signing the above, I certify that I received

[type _____ of _____ musical _____ instrument] _____

_____ with the _____ [serial

number] _____

on [date received] _____.

Print Name (Parent/Guardian)

Signature (Parent/Guardian)

RETURN RECEIPT

**HAVE THIS SIGNED UPON THE RETURN OF YOUR LOANER MUSICAL INSTRUMENT
PLEASE KEEP A COPY FOR YOUR RECORDS**

By signing the above, I certify that the above identified musical instrument
[Serial number] _____ was returned to the school on
[date received] _____.

Principal Signature

Today's Date