



Fill out both sides of this form

2023-2024

Shoal River Middle School Band School-Owned Instrument User Agreement

Student Name: _____ Class Period: _____

Instrument (circle): Oboe Bassoon F Horn

Baritone/Euphonium Tuba

Other: _____

Serial Number: _____

Date Issued: ____ / ____ / 20____

Amount Due: \$_____ Amount Paid: \$_____

Splitting payments? Yes No

We acknowledge the receipt of the above instrument and agree to the following:

1. To be personally responsible for the safe keeping of this instrument.
2. To return the instrument to the school immediately upon request of the Band Director or Principal.
3. To keep the instrument clean and in good playing condition
4. To have the instrument repaired when deemed necessary by the Band Director.
5. To allow no person other than myself to play, handle, or use this instrument without specific permission from the Band Director.

Note: Refunds will not be given for instruments beyond the first month of use.

Student Signature: _____

Date: _____

Parent/Guardian Signature: _____

Date: _____

**THE SCHOOL DISTRICT OF OKALOOSA COUNTY
PROPERTY CONTROL
OFF-SITE PROPERTY ASSIGNMENT FORM**

SCHOOL/DEPARTMENT: _____

PROPERTY NO: _____ ORIGINAL COST: _____

ITEM NAME: _____ MAKE: _____

SERIAL NO: _____ MODEL: _____

ISSUED TO:

NAME: _____ TELEPHONE: _____

ADDRESS: _____

DATE ISSUED: _____ CONDITION AT ISSUE: _____

I, the undersigned, understand that this equipment is loaned to me and it is my responsibility to ensure the care and maintenance of the equipment while it is in my charge. I will not be responsible for normal wear, but if this equipment is lost or damaged, I WILL be responsible for its repair or replacement.

Student/Employee Signature: _____ DATE: _____

Parent/Guardian Signature: _____ DATE: _____

Principal/Department Head: _____ DATE: _____

DATE RETURNED: _____ CONDITION AT RETURN: _____

Principal/Department Head Acknowledgment of Return: _____