

Musical Instrument/Equipment Checkout

Name _____ Grade _____ Date _____

Instrument _____ Make _____ Serial Number _____

Please note any missing equipment or visible damages (scratches, dents, etc.) to your equipment:

ICSD Staff Verified (Please Initial - ICSD Staff ONLY): _____

To accept this Musical Instrument/Equipment, I agree to the following:

Parent Student

_____ _____ I understand the equipment is ICSD property provided as part of my educational tool set.

_____ _____ I understand that I am responsible for the care of this equipment, and I will take precautions to keep the equipment in good condition. I will not attempt to repair the equipment, nor will I take the equipment to a third party for repair (i.e. somewhere outside of the district for repair). I will immediately report any problems with the equipment to staff.

_____ _____ Should the equipment be damaged (intentional or otherwise), I accept responsibility up to and including the cost of this equipment.

_____ _____ I will not let anyone other than myself use the equipment.

_____ _____ I will not lend the equipment to anyone, not even my friends or siblings.

Parent

_____ I am responsible for my child's use of equipment at home/off school property.

_____ I understand that if my child comes to school without his/her equipment, he/she may not be able to participate in classroom activities, and his/her learning could be affected.

_____ I agree to return the equipment to the district when requested and/or upon my child's graduation or withdrawal from Indianola Community School District.

Student

_____ When using the equipment at home, at school, or in any other location, I will follow the policies of the Indianola Community School District, and abide by all local, state, and federal laws.

_____ I will bring the equipment to school every music day & bring it to/from all performances.

_____ The equipment will remain in its case, and I will keep my equipment in a secure location when not in use (locked up when possible).

Fines for Damages

In the event of damaged, lost, or stolen equipment while checked out to the student, it will be at the administration's discretion to determine if the damage was intentional or accidental. The district reserves the right to assess a fine, not to exceed the full amount of the repair or replacement cost, for any damages due to negligence or intentional misuse.

_____	_____	
_____	_____	_____
Parent Name (Please Print)	Parent Signature	Date
_____	_____	_____
Student Name (Please Print)	Student Signature	Date