

University of Dayton Department of Music Instrument Sign-Out Form



_____ Reason: **Woodwind Performance Institute**

Locker: _____ Combination: _____-_____-_____

The University of Dayton has instruments available to loan to students who participate in the Music Department's programs. These instruments are available at no charge for the period specified below. At the end of that period, the instrument must be returned to the camp director.

The undersigned student accepts the following instrument from the University of Dayton Department of Music:

Instrument	Make	Model	Serial Number
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

The undersigned student agrees to turn in the instrument in person to the camp director by the date indicated below. **Instruments not returned are subject to a \$25.00 per week late fee.**

_____ Date of Acceptance _____ Date Instrument is to be returned

For the duration of the **Woodwind Performance Institute (WPI)**, this instrument will be locked in its assigned locker, except when the student is using it for WPI purposes (lessons, masterclasses, practicing, performances, etc.). It is not to leave the campus or be transported to the dormitories without the camp director's permission.

The undersigned student assumes full responsibility for proper handling and care of the instrument. The University of Dayton assumes responsibility for maintenance of the instrument resulting from normal use **excluding negligent treatment by the student**. If there is damage beyond normal wear and tear, or loss resulting from student negligence, the undersigned agrees to pay full cost of repairs or replacement (at the Music Department's discretion).

Name (please print): _____

Address during this term: _____

Phone number this term: _____

By signing below, the student accepts the conditions stated above.

_____ Student Signature