

MCB Loaner Instrument Form

MCB has some instruments to be loaned to band members. Here are the details:

- The instrument is *not* covered under MCB's insurance while in your care. We suggest verifying that your home insurance will cover it in the event of loss or damage, as we would require you to pay its full replacement value as listed below.
- The instrument is the property of MCB. You may not purchase it from us.
- If another band member wishes to use the same instrument, you may have to give it up. (This will be decided on a case-by-case basis by MCB's president and your section leader.)
- If the instrument needs maintenance, speak to your section leader. If the section leader agrees the situation is "normal wear and tear" and not unusual damage, MCB will cover the cost. If not, it will be your responsibility.
- You must ensure that MCB has your up-to-date contact information at all times.
- When the instrument is given to you, your section leader will inspect it and note its condition below. You will also provide a \$200 security deposit. When you return the instrument, your deposit will also be returned if the instrument is in the same condition. (If it is not, you are responsible for all costs to correct this, up to the instrument's replacement value.)

Instrument:	Purchase Price:
Borrower Name:	Borrower Contact Info:
Section Leader Condition Notes (include all items found in case):	

I have read and I understand the information above, especially that I am providing a \$200 deposit and will also be responsible for repairing/replacing this borrowed instrument if it sustains damage in my care.

Borrower Signature

Date

Section Leader (see instructions on reverse)

Date

MCB Loaner Instrument: Process for Section Leaders

1. Confirm with Wendy Sinha that the desired instrument is available.
2. Complete the form with the borrower (using the pricing information below), and be sure to collect the \$200 deposit.
3. Give the completed form to Wendy, who will help you get the instrument from storage.
4. Give the deposit to Sharon Chandran and obtain a receipt for the borrower.
5. When the instrument is returned, verify it's in the same condition then request the return of the deposit from Sharon. (If it's not in the same condition, speak to Wendy for advice on how to proceed.)

Instrument	Purchase Price
Alto Sax	\$1195
Bari Sax	\$2695
Bass Clarinet	\$1495
Euphonium	\$1350
Flute	\$500
French Horn	\$2280
Oboe	\$2412
Piccolo	\$1627
Tenor Sax	\$2100
Trombone	\$1895
Trumpet	\$890
Tuba	\$2695