

**TEXAS WOMAN'S UNIVERSITY - DEPARTMENT OF MUSIC
INSTRUMENT CHECK-OUT**

INSTRUMENT _____ SERIAL # _____
(make/type/model)

NAME _____ STUDENT I.D. # _____

CELL PHONE # _____ WORK PHONE # _____

E-MAIL ADDRESS _____@twu.edu

STREET ADDRESS _____

CITY _____ STATE _____ ZIP CODE _____

I _____ (hereinafter, TWU student) agree to the
(print name)
following terms and conditions by accepting an instrument from the TWU Department of
Music for use in _____.
(Name of class and/or ensemble)

PLEASE READ CAREFULLY

1. The student agrees to pay the set rental fee as laid out on the back of this page.
2. The student agrees to return the instrument to the director/instructor immediately following the end of each semester.
3. The student agrees that any instrument not returned to the director/instructor immediately following the semester, or returned in a damaged or deficient state, will be replaced and/or repaired by the TWU Department of Music, and the student will be charged the replacement or repair cost of the instrument.
4. The student agrees that if any charges owed by the student are not paid prior to the last day of the applicable semester, the student's grades will be held by the instructor until all charges are paid in full.
5. The student agrees that the instrument will remain in good working order at all times.
6. The student agrees to take full responsibility for the instrument and is ultimately responsible for the care and maintenance of the instrument during the check-out period.

(Signature of Student)

(date)

(TWU Instrument Inventory Manager)

(date)

**TEXAS WOMAN'S UNIVERSITY - DEPARTMENT OF MUSIC
INSTRUMENT/LOCKER RENTAL FEES**

<u>Type of Rental</u>	<u>Fee/semester</u>
Instrumental Methods Class (Woodwind Techniques - MU 3041) (Brass Techniques - MU 3001) (Percussion Techniques - MU 3011) (String Techniques - MU 3031)	\$20.00
Instrumental Ensemble and/or Applied Lessons (Applied Lessons - varies) (Wind Symphony - MU 3541/5541) (University Band - MU 3611) (Jazz Ensemble - MU 3571/5571) (Chamber Music - MU 3581/5581) (Chamber Orchestra - MU 3641/5641)	\$30.00
Personal Use	\$40.00
* All instrument rentals come with complimentary locker rental	
Locker Rental	\$20.00