

## RMS INSTRUMENT RENTAL AGREEMENT

♪ Rutland Middle School Music Department ♪  
Mrs. McDowell  
[Carmen.mcdowell@sd23.bc.ca](mailto:Carmen.mcdowell@sd23.bc.ca)  
250-870-5109

### **RMS Instrument Rental Costs:**

In order to maintain school instruments with proper cleaning, repairs and eventual replacements, a yearly fee will be charged of **\$150.00**. This fee is not prorated but can be paid through school cash online in 10 monthly installments.

This means if your student quits band on January 1<sup>st</sup>, they still must pay the full fee as this instrument requires cleaning, repairs and maintenance charges for the time used and was made unavailable to any other RMS student.

As per The Central Okanagan School District's Financial Hardship Clause Within School District Regulation 425R – Student Fees (see [www.sd23.bc.ca](http://www.sd23.bc.ca)), the Board of Education has indicated "that a student will not be excluded from any educational program due to financial hardship". This clause in the Regulations provides for the private and confidential consideration of financial circumstances of individual students and families, while preserving the dignity of families who may be unable to pay. Please contact the school Principal if you are facing a financial hardship that may restrict the ability of your child to access a school program.

No child will be denied the opportunity to participate in Band due to not having an instrument.

If you have a financial concern regarding instrument rentals, please speak with Mr. Baruta, Mr. Aviani or Mrs. McDowell. Each case will be handle discreetly.

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**BAND INSTRUMENT RENTAL AGREEMENT**

**SECTION 1: LESSEE INFORMATION**

STUDENT FULL NAME: \_\_\_\_\_

PARENT/GUARDIAN FULL NAME: \_\_\_\_\_

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_  
\_\_\_\_\_

**SECTION 2: INSTRUMENT INFORMATION (to be completed by the teacher)**

INSTRUMENT TYPE: \_\_\_\_\_ MAKE/BRAND: \_\_\_\_\_

SERIAL NUMBER: \_\_\_\_\_ REPLACEMENT VALUE: \_\_\_\_\_

BARCODE: **RM** \_\_\_\_\_

INSTRUMENT CONDITION (Excellent, Good, Average, Poor): \_\_\_\_\_

INCLUDED ACCESSORIES (with replacement value): \_\_\_\_\_  
\_\_\_\_\_

RENTAL COST: **\$150.00**

\*this fee is not prorated but can be paid in monthly instalments through school cash online or with 10 postdated cheques.

**SECTION 3: PAYMENT INFORMATION AND RENTAL TERMS**

All payments must be accompanied by a signed contract. Please indicate on the form which payment plan you would prefer. School Cash Online = SCO.

I would like to pay the full amount of **\$150.00** in one transaction by  SCO,  Cheque,  Cash.

I would like to split the total payment into ten equal payments of **\$15.00** by  SCO,  Postdated Cheques

Once this form has been returned, your SCO payment preference will be given to the office to attach to your child's SCO Account. Please give us 3 business days to get this attached. Until the signed contract and first payment is received, the student will not be permitted to take the instrument off of school property.

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- This agreement is rent-only. No purchase option is available.
- The standard rental term is ten months. Rental for partial months is not prorated. A full month's rental rate applies to all partial months. You may void the rental agreement at any time by returning the instrument as detailed below.
- Instruments are due back to the school no later than June 24<sup>th</sup>, 2022. The instrument must be returned to the teacher. The rental agreement does not terminate until the instrument has been inspected and signed in by the teacher. Instruments not returned by the assigned due date will be charged an additional overdue charge of \$15 per month unless extensions have been pre-arranged with the teacher.
- Student's returning to the RMS Band Program in the next school year may rent over the summer if instruments are not in need of repairs, have been inspected by the teacher, and have a summer rental contract signed prior to June 24<sup>th</sup>. Ask Mrs. McDowell for the form in June.
- The lessee accepts full responsibility for damage, loss, theft, or failure to return the instrument and/or included accessories. The lessee will reimburse Rutland Middle School in full, the value as set out in the agreement, plus any overdue charges less any rent paid.
- Maintenance of the instrument is the responsibility of the school. Maintenance covers normal wear-and-tear only, not damage due to negligence or accidental damage. Repairs are done through the school. Repairs done without consultation with the teacher are the financial responsibility of the lessee.
- The lessee agrees that the instrument is in working order with all necessary non-expendable accessories as of the date of this agreement.

### SECTION 4: SIGNATURES AND RETURNS

*I agree that I have read this rental agreement and agree to abide by the statements therein.*

Lessee signature: \_\_\_\_\_

Parent/Guardian of Lessee signature: \_\_\_\_\_

Date: \_\_\_\_\_

*This section is to be filled out by the teacher at the termination of the rental agreement.*

The instrument has been returned and is in satisfactory condition with all accessories \_\_\_\_\_

The instrument has been returned and is in unsatisfactory condition and/or is missing accessories as follows:

\_\_\_\_\_

The instrument and/or accessories have not been returned and will be assessed an overdue fee. If the items are lost, stolen, or destroyed, replacement of the items is the responsibility of the lessee as detailed in the Terms section.

Teacher signature: \_\_\_\_\_ Date: \_\_\_\_\_

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### **Rutland Middle School Instrument Rental Contract**

*\*This form must be completed before a student is assigned an instrument\**

I agree to pay a School District 23 mandated \$150.00 rental fee to Rutland Middle School for a 10 month Instrument rental term due back June 24<sup>th</sup>, 2022. I understand that failure to do so will result in my child's report card being withheld at the end of the year until such fees are paid.

I acknowledge the fact that my child will be responsible for his/her assigned school instrument. Loss or damage to this instrument will result in a replacement fee being charged for a replacement instrument of equal value.

In order to be exempt from instrument rental fees, I am aware that I must speak with the Rutland Middle School administration.

I understand that the school can guarantee that my son/daughter will be provided with an instrument however, the school cannot guarantee that this instrument will be my student's first selection. I am aware that the school has limited selection of instruments and first priority will be given to those students who have previously played the instrument in past years.

I understand that the school will **not** provide my child with reeds, slide grease, or any other instrument accessories. I will assume the responsibility of providing these items as required.

I understand that the school will **not** assume the cost of missing mouthpieces. Should a mouthpiece go missing, the replacement cost will be assumed by the student and family.

I understand that the cost of basic repairs to the school instrument under the amount of the \$100.00 will be assumed by the school. Any repairs to the instrument beyond normal wear and tear from use or cumulatively exceeding \$100.00 will be assumed by the student and family.

I am aware that the school's instruments are significantly well-used and will not perform as a new instrument would.

I have read the above and agree to the aforementioned stipulations and conditions. I understand that failure to comply with these conditions may result in a student being denied an instrument assignment and/or denied access to a final report card.

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_

Student's Name \_\_\_\_\_

*\*All instrument repairs will be performed by a district-approved professional repair technician.*



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### **SECTION 5: SUMMER RENTAL AMENDMENT:**

All school rentals are due back by June 24<sup>th</sup>.

Students wishing to rent their instrument over the summer months must meet the following criteria:

1. Be returning to the RMS music program the following school year.
2. Bring their currently rented school instrument in by the return date (June 24<sup>th</sup>) for inspection to assess for any maintenance that might need to occur over the summer.
  - a. If maintenance is needed and another school instrument is available, a switch will be made.
  - b. If maintenance is needed and another school instrument is unavailable, a summer rental will not be possible.
3. Pay the Summer Rental fee by June 27<sup>th</sup>.
4. Return the School instrument by September 8<sup>th</sup> for inspection and to receive a new school term rental agreement form.

Summer rental fee is **\$30.00** due June 27<sup>th</sup>.

This fee can be paid by cash, cheque made out to RMS, or through School Cash Online by request. Requests for payment through School Cash Online must be made three business days prior to the deadline to ensure the office has time to process the request and add it to the students account.

I would like to pay the full amount by cash

I would like to pay the full amount by cheque made out to RMS

I would like to pay the full amount through School Cash Online and acknowledge that my request is made three business days prior to the payment deadline.

### **SIGNATURES**

*I agree that I have read this rental agreement and agree to abide by the statements therein including the summer rental amendment.*

Parent/Guardian's Signature \_\_\_\_\_ Date \_\_\_\_\_

Student's Name \_\_\_\_\_

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### **SECTION 6: OVERSIZED INSTRUMENT AMENDMENT:**

Students who choose to play oversized instruments such as Tuba or Baritone Saxophone, will be offered, while supplies last, a second instrument rental at a discounted rate so one instrument can be kept at home, and one at school. In these cases, the mouthpiece and instrument accessories are the only items that will need to travel back and forth to school. The secondary instrument will be the Instrument kept at school, and will follow all the above contract stipulations.

### **LESSEE INFORMATION**

STUDENT FULL NAME: \_\_\_\_\_

### **SECONDARY INSTRUMENT INFORMATION (to be completed by the teacher)**

INSTRUMENT TYPE: \_\_\_\_\_ MAKE/BRAND: \_\_\_\_\_

SERIAL NUMBER: \_\_\_\_\_ REPLACEMENT VALUE: \_\_\_\_\_

BARCODE: RM \_\_\_\_\_

INSTRUMENT CONDITION (Excellent, Good, Average, Poor): \_\_\_\_\_

INCLUDED ACCESSORIES (with replacement value): \_\_\_\_\_

RENTAL COST: \$100.00

\*this fee is not prorated but can be paid in monthly instalments through school cash online or with 10 postdated cheques.

### **SECTION 3: PAYMENT INFORMATION AND RENTAL TERMS**

All payments must be accompanied by a signed contract. Please indicate on the form which payment plan you would prefer. School Cash Online = SCO.

I would like to pay the full amount of **\$100.00** in one transaction by  SCO,  Cheque,  Cash.

I would like to split the total payment into ten equal payments of **\$10.00** by  SCO,  Postdated Cheques

Once this form has been returned, your SCO payment preference will be given to the office to attach to your child's SCO Account. Please give us 3 business days to get this attached. Until the signed contract and first payment is received, the student will not be permitted to take the instrument off of school property.