



## 2013-14 Branham Royal Alliance Band & Color Guard Instrument Loan Policy

The Branham High School music department offers students the opportunity to borrow instruments during the school year (and summer with special permission). Instruments are available on a first come first served basis, with priority given by grade level. Due to limited funding for new instruments and instrument repair, it is critical that school owned instruments are well maintained and receive regular service. Students are responsible for any instrument damage while in the care of a loaned instrument and a maintenance deposit is required upon instrument check out. Deposits will be returned with the receipt from an approved repair shop for annual maintenance, or by approval from the director (Mrs. Wyant). Student families are responsible for replacing lost or stolen instruments. Information regarding instrument insurance can be found on the Royal Alliance website.

Approved repair shops:

- West Valley Music*, 262 Castro St., Mountain View • (650) 961-1566 (woodwinds only)
- Music Village*, 2971 Union Ave., San Jose • (408) 377-2504 (saxophones & clarinets only)
- Forrests Music*, 1849 University Ave., Berkeley • (510) 845-7178 (double reeds only)
- Hornucopia*, 1549 Laurel St., San Carlos • (650) 593-3050 (brass only)

Deposit Amount (by instrument): piccolo (\$60), oboe (\$85), bass clarinet (\$60), bassoon (\$100), alto sax (\$70), tenor sax (\$80), baritone sax (\$100), trumpet (\$65), trombone (\$65), french horn (\$90), mellophone (\$85), baritone (\$80), marching baritone (\$70), tuba (\$100), sousaphone (\$120)

Instrument: \_\_\_\_\_ Deposit: \$ \_\_\_\_\_ Replacement Value: \$ \_\_\_\_\_

Serial #: \_\_\_\_\_ Date Instrument Received: \_\_\_\_\_

Valve Condition (*trumpet, tuba, baritone, mellophone*)

new  good  fair  poor

Slide Condition (*trombone*)

new  good  fair  poor

Key Condition (*flute, piccolo, clarinet, saxophone, oboe, bassoon*)

new  good  fair  poor

Instrument Condition Notes:

I, \_\_\_\_\_, (student name - printed) have read and understand the BHS instrument loan policy, and will return the loaned instrument in good condition.

**Student Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

I, \_\_\_\_\_, (parent name - printed) have read and understand the BHS instrument loan policy and accept responsibility for all necessary instrument repair costs or replacement.

**Parent Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

STAFF USE ONLY

Instrument Returned Date: \_\_\_\_\_ Received By: \_\_\_\_\_