Greater Victoria School District String Instrument Rental Form

Renter Information: Parent/Guardian of the student renting the school district instrument fill out this side of the form. Please print clearly.	**Instrument Information**: 2022-23 To be completed by the student's string teacher
Name of Student: _____	Instrument: _____
Name of Parent/Guardian: _____	*Violin strung as a viola* _____ Yes
Address: _____	Size: 1/4 1/2 3/4 4/4
_____	S.D. Barcode: _____
Contact Number: _____	Call Number: _____
Email: _____	Serial Number: _____
Parent/Guardian Initials to acknowledge awareness of the replacement cost	Condition: Satisfactory Good New
_____$600 violin/viola _____$2000 cello	**Method of Payment**
School Name: _____	
Strings Teacher Name: _____	CHEQUE total amount $ _____
Please note: *No student shall be denied the opportunity to participate in the strings program because of an inability to pay. Students with serious financial need are eligible to have the rental fees waived; though if possible, a small one-time donation can be given to assist with the purchase of supplies or maintenance.*	10 Post-dated cheques $ _____ monthly
	Waived fee _____ Yes
For Waived fee only - school administrator signs form <u>prior to rental</u>	One-time donation $ _____
Administrator Signature: _____	Teacher initials – payment received _____
	CSML clerk initials- form inputted _____

The individuals represented by the signatures below pledge to return the rented equipment on or before mid-June of the current school year in as good condition as the instrument was originally rented to them. **Please note:** Should the instrument be damaged by regular use, such as: a string snaps, bridge breaks, or tuning peg issues, **return the instrument to the strings' teacher** who can vouch this is normal wear. The instrument will be repaired or exchanged. If the damage is not wear and tear please make a donation to help with the cost of the repair. If the instrument is lost, notify the strings' teacher immediately.

Signature of Parent/Guardian: _____ Date signed: _____

Signature of Student: _____ Date signed: _____

Procedure for withdrawal from the program: Parent/Guardian initials _____

- In the event the student withdraws from the string program, contact the student's strings' teacher and return the instrument immediately to the strings' teacher.
- The renter must **apply in writing** for refund* or return* of post-dated cheques.
- Email request to: csmlcrequest@sd61.bc.ca **subject line: withdrawal from strings**.
- *If the withdrawal is prior to December 31, 2022– a refund for six months' rental will be given or post-dated cheques January – June will be returned. If the withdrawal is between January 1, 2023 and March 31, 2023 -a refund for three months' rental will be given or post-dated cheques April – June will be returned.
  If withdrawal is on or after April 1, 2023, no refund will be given or post-dated cheques returned.
- Refund or the post-dated cheques will be mailed to the parent/guardian's home address.