

**INSTRUMENT LOAN FORM**



**Name of child:** ..... **School:** .....

**Name of responsible adult:** .....

**Address:** .....

..... **Postcode:** .....

**Home Telephone:** ..... **Mobile:** .....

**Description of instrument:**  
(eg. trumpet, violin, clarinet, etc)

**Date of loan:** .....

**Serial Number:** .....

**Value of Instrument:**

**Reason for Loan: WCET/ WCET CONTINUATION**

(eg. instrumental lessons, special project at school, temporary replacement, etc)

**Care and safety of loan instrument**

Wandsworth Music wishes children learning instruments at school to have the opportunity to practise at home. We entrust this instrument to the care of the above child and family in the expectation that due care will be taken of an item of Wandsworth Music/School property, and that it will be returned to the school and Music Service if routine maintenance is needed, because the Music Service requires that repairs and maintenance are not carried out independently. Normally, repair costs will be borne by the Music Service, but in the case of deliberate or unreasonable damage, a contribution to the costs of necessary repairs will be requested.

It is agreed that as soon as the above named learner is no longer part of the "WCET" whole-class ensemble music teaching scheme at the school, the instrument will be returned to the school. (In the unlikely event of failure to return an instrument, appropriate action must be taken by the school to recover this item of WM property and a full cost charge may be incurred should the instrument not be recovered).

I agree to abide by the care conditions of this loan as set out above.

**Signed:** \_\_\_\_\_

**Name:** \_\_\_\_\_  
(FULL NAME IN BLOCK CAPITALS PLEASE)

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

020 8333 3899  
[info@wandsworthmusic.co.uk](mailto:info@wandsworthmusic.co.uk)

Please ensure that the tutor is informed of any problems with the instrument and **do not** attempt to repair it (or have it repaired) yourself. Thank you.

The above information will be kept by your child's school, not by Wandsworth Music.