



# ANNUAL INSTRUMENT HIRE AGREEMENT

## Co-Curricular Music Program 2025



(Please return to Rachael Jory via Student Reception or digital copy via email)

Student's Full Name: \_\_\_\_\_ Year Level: \_\_\_\_\_

**I/We acknowledge that the instrument remains the property of San Sisto College and is issued on hire to the student subject to the following conditions:**

1. The instrument is to be used by the student to whom it is hired and by no other person.
2. Every care and attention must be given to the instrument during the period of hire.
3. The instrument is returnable upon request at any time for inspection, repair, and adjustment or for any other cause.
4. The instrument must be returned promptly for any repair or adjustment that may be required through normal wear and tear.
5. In the event of accidental loss or damage, the circumstances must be immediately reported to the Co-curricular Music Program Coordinator.
6. It is the responsibility of the student/family to cover the cost of any lost, stolen or severely damaged instrument.
7. If, in the opinion of the tutor/conductor of the instrument, a student is not carrying out reasonable practice or shows little ability with the instrument, the student's parents will be notified of the teacher's concerns and the period of hire may be terminated.
8. Instruments must be returned **Term 4 Week 6 (Year 12)** and/or **Term 4 Week 9 (Years 7 – 11)**, unless otherwise negotiated with the Co-curricular Music Program Coordinator for regular service and maintenance.
9. If a student does not observe school policy on attendance at lessons, ensembles and concerts, the hire may be terminated.
- 10. The annual instrument hire cost of \$200 will be added to the student's school fees. \$100 in Term 2 and \$100 in Term 4.**
11. If the hire is terminated in first semester the \$100 fee will still apply and be added to the Term 2 fees. (If an instrument has been played it needs to be serviced regardless of time of withdrawal from the hire agreement.)
- 12. Instruments can only be hired on a year-to-year basis and the continuation of hire is subject to a new agreement.**

Description of San Sisto Instrument (to be completed by CMP admin)

Instrument		Brand	
Serial		Barcode	
Accessories		Tutor	

Student Name \_\_\_\_\_ Parent Name \_\_\_\_\_  
 Student signature \_\_\_\_\_ Parent Signature \_\_\_\_\_  
 Date \_\_\_\_\_ Date \_\_\_\_\_

Office Use Only	Date Received	Entered into Database	
	Scanned	Emailed	Filed

