

CPS Instrument Check-Out Information

Dear Parent/Guardian,

Please find below the CPS Instrument Check-Out Card. **Please fill out the starred locations below and return the bottom half to me as soon as possible.**

The student may need additional accessories for the instrument as listed in handbook.

The school system has generously provided and maintained the instrument your child will play. Normal "wear and tear" on the instrument is expected. It is insured by CPS and they do fund repairs for maintenance and accidents. You will be responsible for repairs in cases of negligence or carelessness.

Please do not hesitate to contact me with any questions or concerns at the school: (757) 465-5246 or through email: Leah.Rosenberg@cpschools.com.

Musically,

Leah Rosenberg
 Mrs. Leah Katz Rosenberg
 Jolliff Middle School Orchestra Teacher



INSTRUMENT CHECK-OUT CARD
 Music Department
 Chesapeake Public Schools
 Chesapeake, Virginia

Please only fill out the sections with a "★"

★ (student's name) _____

I, _____ acknowledge receipt of the musical instrument listed below. In consideration for this instrument being issued to me, I do hereby agree:

- To keep this instrument in good and proper repair, and in playing condition, as may be determined by my Instrumental Music Teacher.
- To pay for any loss or damage to the instrument for which I am responsible.
- To surrender this instrument, in the condition in which it was issued, at any time upon notice by my Instrumental Music Teacher (normal wear will be considered).

As a further consideration for this property being loaned to me, I do hereby agree to attend rehearsals regularly and to faithfully discharge all duties required as a requisite to being a member of the instrumental music class. I understand thoroughly that all issued musical instruments and other property belong to the Chesapeake Public Schools.

_____	Date Issued	_____	Date Returned
_____	_____	_____	_____
Instrument	Make	Serial No.	CPS Asset No.
★ _____			_____
Student Signature			School

I guarantee the above agreement on the part of the student.

Signature of Parent/Guardian: _____ ★ Date _____ ★