

Loan of Musical Instruments, Equipment, and Sheet Music

Name of Borrower _____ Date: _____
(Print)

Bates Address: _____
(Print)

Home Address: _____
(Print)

Phone Number: _____
(Bates Number) (Home Number) (Cell)

Email Address: _____

Instrument, Equipment, or Sheet Music Borrowed: _____
(Print)

List any defects on Instrument, Equipment, or Sheet Music borrowed: _____

Date Borrowed: _____ Date Expected to be Returned: _____

Driver's License # _____ State: _____

I agree that the instrument, equipment, or sheet music that I am borrowing is in good condition and will return the item on the date specified above. I also agree that I am responsible to return the instrument, equipment or sheet music in the same condition that I received it. If there is any damage to the instrument, equipment, or sheet music I am responsible for the charge to repair or replace the instrument, equipment, or sheet music.

(signature) (date)

Approved by _____ / _____
(Print) (Signature)

Department Use Only

Date Returned: _____

- Returned in good condition
- Returned damaged. List problem: _____

Person returned to: _____ / _____
(Print) (Signature)