



PETERBOROUGH NEW HORIZONS BANDS

Instrument or Equipment Loan/Rental Agreement Form

PNHB Member

Name: (first name) _____ (last name) _____

Where will the equipment/instrument be used? _____

Non-PNHB member

Name: (first name) _____ (last name) _____

Phone # _____ Email: _____

Address # _____ Street _____

City _____ Postal Code _____

Instrument/Equipment Identification

Instrument / Equipment _____

PNHB Asset Id # _____ Serial # _____

Manufacturer _____ Model _____

Equipment / Instrument Condition

Dents/ scratches _____

Corks, Pads, Valves _____

Other _____

Case _____

Accessories (eg. stand, cleaning) _____

Loan Schedule: no charge for first year (12 months)

Loan Period: Beginning (month/day/year) _____ Ending (month/day/year) _____

Contact Information: The borrower will notify the Property Manager in writing, as soon as possible, of any change in their contact information.

Rental Payment Schedule

Request Subsidy or waiver: _____ Approved by the BOD: (y/n) _____

Rental Payment Starts: (month/day/year) _____ Ending (month/day/year) _____

Payment Option: full season _____ one term at a time _____ summer months _____

Payment Amount: Current Monthly rate \$25 Season rate \$ _____ Term rate \$ _____



PETERBOROUGH NEW HORIZONS BANDS

A \$5.00 a month new fee has been added this season to the \$20.00 monthly rental fee to cover their instrument in case of serious damage, or an instrument that is lost or stolen.

Failure to pay fees on time may result in additional charges and/or the recall of the equipment/instrument by the Property Manager.

Rental/Loan Terms and Conditions

This agreement (and all associated responsibilities and fees) remains in force until the borrower/renter returns the equipment/instrument directly to the Property Manager and follows the Property and Rental policy.

For an extension of this agreement: The Renter/Borrower is to email PROPERTY@PNHB.CA to indicate their intention before May 20.

Maintenance: It is the intention of PNHB to provide instruments/equipment in clean, good working order. If there is a problem, the borrower/renter will notify the Property Manager immediately, and arrangements will be made for the return of the equipment/instrument. **Repairs must not be performed** on the equipment/instruments without authorization from the Property Manager.

The borrower/renter is responsible for paying the cost of repairs beyond normal wear and tear. Regular instrument cleaning and lubrication is the responsibility of the renter/borrower.

It is the responsibility of the borrower/renter to return the equipment/instrument and any accessories to the Property Manager, within 7 days after the end of rental period to avoid additional rental charges, in the same condition in which it was received. Arrangements for pick up of Equipment/instruments must be made with only the Property Manager. Do not just leave it at the rehearsal venue without the Property Manager's knowledge.

I hereby acknowledge that I have read this agreement, and I accept responsibility for fulfilling the terms and conditions of this agreement.

Signatures of Renter/Borrower:	Signature of Property Manager:
Date (DD/MM/YYYY):	Date (DD/MM/YYYY):

(provide the Borrower/Renter with a copy of this agreement)