



# Instrument Check-Out Form

## TERMS & CONDITIONS

I agree to take full responsibility for the use of the below instrument and to return the instrument to the Department of Music in the same condition as on the day the instrument is checked out. I understand that if the instrument is not returned to the Department of Music, the Department WILL place a HOLD on my student account, I WILL reimburse the Department of Music for the missing instrument and the Department WILL file a Police report with UNCW Campus Police.

Student Signature: \_\_\_\_\_

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

**Please Print**

\*Name: \_\_\_\_\_

\*UNCW Banner ID #: \_\_\_\_\_

Local Address: \_\_\_\_\_

\*Cell/local phone: \_\_\_\_\_

\*Email: \_\_\_\_\_

Date Checked Out: \_\_\_\_\_

**Please Print**

Instrument: \_\_\_\_\_

Model: \_\_\_\_\_

Serial number & FAS#: \_\_\_\_\_

Condition#: \_\_\_\_\_

Course & Section #: \_\_\_\_\_

Instrument Locker # \_\_\_\_\_

Instructor: \_\_\_\_\_

Returned Date : \_\_\_\_\_

Instructor Review: \_\_\_\_\_

**Music Department Use Only**

UNCW Music Staff: \_\_\_\_\_

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

**\*REQUIRED INFORMATION**