

INSTRUMENTAL HIRE CONTRACT



**DOHA
COLLEGE**

INSTRUMENTAL HIRE CONTRACT

Dear Parents,

In order to encourage and support our music students in all aspects of their musical development, Musiqaa is delighted to offer a limited number of instruments for hire.

Terms and Conditions

1. Parents are expected to accept full responsibility for the instrument and its return to Musiqaa in the same working order in which it was issued.
2. Other than the initial reed issued with woodwind instruments, all reeds should be supplied by the hirer.
3. Equipment loans are a privilege and parents are asked to ensure that their son/daughter treats the instrument entrusted to them with the utmost responsibility and care.
4. Instruments hired from the Music department must not be loaned to any other person.
5. Should the instrument become faulty whilst in your son/daughter's care, no attempt should be made to repair it; in such circumstances the faulty instrument should be returned to the Music department immediately.
6. In the event of damage beyond normal wear, parents will be liable for the cost of repair.
7. In the event of damage beyond repair, loss or theft of the instrument, parents are liable to pay the cost of replacement.
8. If lessons are discontinued, the instrument must be returned to the Music department immediately after the last lesson, otherwise an additional half-termly fee will be charged. **Hire fees will be charged until the instrument has been returned.**
9. Musiqaa will charge a refundable deposit of QR300. This amount will be refunded upon the return of the instrument to the Music department providing that all of the conditions above are fulfilled.

NOTE:

Your signature on the Hire Agreement will confirm to Musiqaa that you have read, understood, and agreed to abide by the terms and conditions under the Musiqaa Instrument Hire Scheme.

Please complete and submit the attached form along with the refundable deposit to the Accounts Office. You will receive a receipt which you can then bring to the Musiqaa Office (located in the secondary Music block) to receive your rental instrument. Subsequently, you will receive an invoice for the instrument hire fee, which should be submitted directly to the accounts office.

Sincerely,

Mrs. Chantelle Laubscher
clauscher@dohacollege.com

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Instrumental Hire Fees Academic year 2015-2016

Subject to availability, the following instruments may be hired by Doha College:

Instrument Family	Instruments	Hire Fees/Term	Refundable Deposit
Strings	Violin	QR 200	QR 300
	Viola	QR 250	Qr300
	Cello	QR 300	Qr300
Woodwind	Flute	QR 200	Qr300
	Clarinet	QR 250	Qr300
	Alto Saxophone	QR 300	Qr300
Brass	Trumpet	QR 200	Qr300
	French Horn	QR 250	Qr300
	Trombone	QR 300	Qr300

Payment of Termly Hire Fees

Payment via cash (for amounts less than QR 500) or Cheque should be enclosed together with the reply slip at the bottom of the invoice and returned to the school Accounts Office at either Al Waab or West Bay campuses (Accounts Offices are located near the reception at both campuses). Please make every attempt to settle the bill promptly.

Thank you,

Mrs. Chantelle Laubscher
claubscher@dohacollege.com

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Application for Instrument Hire/ Hire Agreement

Please complete the form below in BLOCK CAPITALS and submit to:
Accounts Office - Doha College
School Tel. No: 4407 6777 ~ Fax No: 4468 7897

Name of pupil:	_____	Male/Female (please circle)
Form Class:	_____	Date: _____
Instrument Teacher:	_____	
Name and contact details of parent/guardian with whom all correspondence should be made:		
Name: Mr. / Mrs. / Ms. / Miss	_____	
Tel No. (Mobile):	_____	Tel No. (Home): _____
Email address:	_____	
Instrument required:	_____	

I agree to:

- Pay the appropriate termly fee until the instrument is returned to the Music department, Doha College;
- Collect and return the instrument to the Music department in the same working order in which it was issued at the end of the hire period or, if lessons within the Music department are discontinued, to return it immediately;
- Contact the Music department immediately in the event of damage to the instrument;
- Pay the cost of replacement in the event of loss or irreparable damage;
- Abide by the terms and conditions set out on page 1 of this document.

SIGNATURE of PARENT/GUARDIAN: _____ DATE: _____

NB: THIS APPLICATION DOES NOT GUARANTEE THE IMMEDIATE SUPPLY OF AN INSTRUMENT.