



## INSTRUMENT LENDING PROGRAM FOR ASHWOOD WALDORF SCHOOL STUDENTS

~ For Grade 3-4 and up ~

### Program Description

The Vivaldi Project was established to enhance the musical education experience of children affiliated with Ashwood Waldorf School (Grade 3-4 through 8) by providing access to quality string instruments and master classes. The Vivaldi Project is made possible through the support of individuals and charitable foundations.

### Instrument Lending Policy

Instruments acquired by the Vivaldi Project are made available to students of Ashwood via an instrument-lending program. Instrument distribution is based on instrument availability and the following prioritized student eligibility criteria:

Financial need, as assessed through the Ashwood Tuition Assistance Application.

Level of playing proficiency, based on the recommendation of a child's music instructor. Factors to be assessed include skill, enthusiasm, commitment and responsibility;

### Acquiring an Instrument

Families interested in acquiring an instrument from the Vivaldi Project Lending Program should complete a letter of responsibility and submit it to Ashwood Waldorf School's Director. Eligibility will be based on the number of available instruments and will be allocated according to the same criteria used to calculate tuition assistance awards. Upon acceptance into the program, the applying student will be assigned an instrument. At the time of instrument assignment, the student and the student's parent/guardian will be asked to review the Letter of Responsibility and submit a non-refundable administrative fee of \$75. This payment must be made at the time of instrument assignment. This is an annual fee, which is payable each year an instrument is assigned to a student. **There is an additional \$25 security deposit that is refundable as long as the instrument and case are returned to Ashwood Waldorf School by June 6, 2020, in the same condition as when it was assigned. Checks for \$100 should be made out to Ashwood Waldorf School.**

This annual fee is assessed to support an instrument maintenance fund, insuring the longevity of the instrument collection. Revenue generated through rental fees will be utilized to sustain the program

via new instrument acquisition, the support of an instrument maintenance fund, and the funding of master classes.



### LETTER OF RESPONSIBILITY

As the recipients of an instrument from the Vivaldi Project Instrument Lending Program, we agree to the following:

- 1) The instrument we receive will be well cared for and properly maintained at all times.
- 2) We will report instrument damage promptly to the designated individual at Ashwood.
- 3) In the event an instrument is damaged due to neglect or misuse, we are aware that we will be responsible for covering the cost of necessary repairs. In the event an instrument is lost or stolen, we will be responsible for covering the replacement cost of the instrument.
- 4) We agree to return the acquired instrument to Ashwood Waldorf School by **June 6, 2020** unless other arrangements are made in advance.
- 5) We acknowledge the fact that instruments are loaned on an annual basis and that eligibility is reassessed each year.
- 6) We agree to pay an annual, non-refundable administrative fee of \$75.00 at the time of instrument assignment. Additionally, we agree to pay a security deposit of \$25, which will be refunded by July 1<sup>st</sup>, so long as the instrument has been returned to Ashwood by **June 6, 2020**, in the condition it was received at the time of assignment. All families returning the instrument after June 6<sup>th</sup> will forfeit their deposit.

\_\_\_\_\_  
Signature of Parent/Guardian

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Student

\_\_\_\_\_  
Date

Student Name: \_\_\_\_\_

Address/Phone Number: \_\_\_\_\_

Instrument Assigned: Type \_\_\_\_\_ Size \_\_\_\_\_ Log# \_\_\_\_\_

Administrative Fee (\$75) and Security Fee (\$25): Amount Paid \$ \_\_\_\_\_ Date Paid \_\_\_\_\_