

PASADENA INDEPENDENT SCHOOL DISTRICT

Music Department

Intra-School Equipment and Musical Instrument Loan Form

Date _____

Instrument or Equipment _____

Serial Number _____ Brand Name _____

General Condition of Instrument _____

_____ Lending School

_____ Lending Teacher's Signature

_____ Receiving School

_____ Receiving Teacher's Signature

Date to be Returned _____

Receiving School is responsible for replacing any borrowed item(s) that are damaged or destroyed!

To be filled in upon Return of Instrument

_____ Actual Date Returned

_____ Lending Teacher's Signature
Certifying Return

Distribution of copies:

- Original: Lending School
- Duplicate: Receiving School
- Triplicate: Fine Arts Office