A limited number of instruments are available for students to rent. Students may rent instruments in the following priority:

- full-time ACM students in the music program
- non-ACM students who are enrolled in an ensemble
- other students/groups as authorized by the Department of Arts, Culture and Media

There is a non-refundable fee of $50.00 per academic term per instrument rented. Payment is to be made at the beginning of each term by T-Card in the form of T-Bucks before the instrument can be taken off campus. Students who wish to rent an instrument must first complete a permission form which must be signed by a music faculty member, and an Instrument Rental Agreement Form (both forms are available from the Departmental Assistant in Room AA-301). Instruments will be available at the beginning of the third week of the term on a first come, first served basis.

Be advised that by signing the Instrument Rental Agreement Form, you accept full responsibility to return the instrument by the agreed upon date, in the same condition that it was borrowed. You are responsible for the instrument in the event of it being lost or stolen and you are expected to take all reasonable precautions to safeguard it.

Instrument Rental Rules:

1. The student is responsible for the proper storage, care, and cleaning of the instrument. The music storage room in AA-306 AND/OR percussion storage room may be accessed during office hours, Monday to Friday between 9:00am and 5:00pm, by request to the Departmental Assistant in AA-301.
2. Students are responsible for providing their own mouthpieces and reeds. These are not available through the Department of Arts, Culture and Media.
3. All instruments are solely for the use of the person signing them out, and cannot be transferred to another individual.
4. When signing an Instrument Rental Agreement Form, you accept full responsibility to return the instrument by the agreed upon date, in the same condition that it was borrowed.
5. Students are responsible for the instrument in the event of it being lost or stolen and are expected to take all reasonable precautions to safeguard it.
6. The student agrees to accept liability for any and all loss or damages that occur to the equipment and/or case during the period of loan.
7. Any and all restitution for loss or damages will be payable to the Department of Arts, Culture and Media.
8. Under no circumstances is the instrument to be taken for repair by the student. Any damaged instrument must be returned to the Departmental Assistant in AA-301.
9. Once an instrument is no longer needed it is the student’s responsibility to immediately return the instrument to the Departmental Assistant in AA-301.
10. The Department has the right to recall any instrument if it is needed for academic use.
11. A late fee of $5.00 per day will be charged after the date that the instrument is due back.
12. Instrument insurance is not required but highly recommended, either as a rider on your house insurance, or as a separate insurance policy.