

## Definitions & Conditions of Hire

**The Owner** Essex Music Services, a traded service of Essex County Council.

**The Hirer** usually the parent or guardian, or the student if over 18.

**The Instrument** any instrument offered for hire, including the case and any accessories (bow, cleaning rods etc).

1. Instruments can be reserved for 5 working days. If no application form is received after this time, the reservation will lapse.
2. The minimum hire period is one term, except for hires starting mid-term.
3. Fees will be invoiced termly. If the hire starts after half-term, and the full termly fee is over £10, the fee will be halved for the first term only. A deposit is required at the time of application.
4. The hire can be terminated at any time by returning the Instrument to the Owner, but any fees already paid are non-refundable.
5. The Owner does not guarantee to provide any particular Instrument at any time. Students taking lessons from Essex Music Services tutors will take priority.
6. The Owner reserves the right to refuse a hire without giving a reason, and to terminate an agreement with one month's notice. Fees will only be refundable if less than half a term has elapsed.
7. The Hirer is liable for the loss of, or any damage to, the Instrument. The Hirer should procure adequate insurance cover for the Instrument.
8. The Owner may request evidence of insurance cover before issuing the Instrument. In such cases, the hire will commence upon issue.
9. The Hirer must seek the Owner's approval before any repairs are undertaken. The Hirer will be responsible for any costs incurred.
10. The Instrument will remain the property of the Owner at all times, and **the Hirer enjoys no right to buy the Instrument at any time.**
11. The Hirer must notify the Owner of any change of address.
12. Deposits will be refunded on termination of the agreement, subject to the condition of the Instrument. Fair "wear and tear" will be considered.
13. The Hirer will be responsible for any costs incurred in the event of defaulting payments and/or non-compliance with this agreement. Any dispute over this agreement will be referred to arbitration.

Supported using public funding by

# Instrument Hire Scheme Information for Hirers



Essex Music Services  
County Hall,  
Chelmsford,  
CM1 1QH

Telephone: 03330138953

e-mail: [music@essex.gov.uk](mailto:music@essex.gov.uk)  
web: [www.essex.gov.uk/music](http://www.essex.gov.uk/music)

Instrument Hire Scheme	Essex Music Services' Instrument Hire Scheme enables schools and individuals to hire instruments at a competitive rate. This way, you do not need to buy an instrument until you are sure that your child will carry on.	full termly hire charge	reduced hire charge	returnable deposit	
How the scheme works	Once we receive your form and payment, we will allocate an instrument to you, or if none are available, place you on the waiting list. <b>We do not guarantee availability of instruments.</b>				
	Upon return the instrument will be tested and checked. If it is in fair condition, there are no missing accessories, and there are no outstanding hire fees, we will make arrangements to refund your deposit.				
Delivery and collection arrangements	Instruments can be collected free of charge from County Hall in Chelmsford during office hours, however please make an appointment beforehand. Alternatively instruments can be sent to schools for a £10 per instrument delivery charge. If an instrument was paid to be delivered we can collect it from a school for free, otherwise it will need to be returned to us at County Hall in Chelmsford <b>Please note that we do not offer an express service or guarantee delivery dates.</b> This is to keep the cost of hire low for everyone.				
Maintenance, Repairs and insurance	You are responsible for maintenance and repair of any instrument(s) you hire (except damage in transit). You should speak to us before you have any instrument repaired. We strongly recommend that you insure any instrument through the "all risks" section of your household policy.				
Help for families receiving benefits, and for Children in Care	Benefit recipients are entitled to a 50% reduction on hire charges (reduced hire charge), as are Children in Care. Please supply evidence when you apply to claim this. If your child takes lessons from one of our tutors, you may also be eligible for a tuition voucher. Please contact us for full details.				
		Flute	30	15	30
		Oboe	35	17.50	35
		Clarinet (B flat)	30	15	30
		Alto Sax	50	25	50
		Tenor Sax	60	30	60
		Bassoon or Mini Bassoon	40	20	40
		French Horn	35	17.50	35
		Trumpet or Cornet	30	15	30
		Trombone (tenor only)	30	15	30
		Tenor Horn	40	20	40
		Euphonium	45	22.50	45
		Tuba	35	17.50	35
		Violin (all sizes)	15	7.50	15
		Viola	15	7.50	15
		Cello (all sizes)	20	10	20
		Double Bass (all sizes)	35	17.50	35
		Guitar (all sizes)	10	5	10
		Electric or Bass Guitar & Amp	40	20	40
		Keyboard	20	10	20

This information is available in large print, in Braille, on audio tape or on disk, by request from 03330138953