

INSTRUMENTAL HIRE SCHEME

Any tuition fees are entirely independent of these charges

ORDER FORM 2011/2012

gloucestershire
MUSIC

Please complete **ALL RELEVANT DETAILS IN BLOCK CAPITAL LETTERS** and return to Gloucestershire Music, Colwell Arts Centre, Derby Road, Gloucester. GL1 4AD. **INCOMPLETE FORMS WILL BE RETURNED. ONLY ON RECEIPT OF A COMPLETED FORM AND HIRE PAYMENT (OR BURSARY APPLICATION) WILL AN INSTRUMENT ORDER BE PROCESSED.**

PERSONAL INFORMATION:

Pupil's

Forename: _____ Surname: _____ Date of Birth: ____/____/____

Parent/Guardian(s) Full Name(s): _____
(if school pupil)

Address: _____

Postcode: _____

Tel. No. (_____) Mobile: _____ Email: _____

Ethnicity: _____ Gender: Male/Female (please delete) Year Group: _____

Type of instrument required: _____ Size*: _____ School: _____

*Sizes are required for violins, violas, 'cellos, double basses and guitars. You may need to ask the instrumental tutor which size is required. If you are ordering a French Horn please ask your tutor which type is required.

HIRE DETAILS AND FEES:

An instrument will not be issued until payment of the first term's hire fee has been received (or bursary application where applicable). Please complete the following and see the reverse of this form for methods of payment:

1. If your Child has lessons with a tutor supplied through the Music Office in an LEA (*not an Academy Status or Independent*) School, or is an adult/student who is a paid up member of one of Gloucestershire Music's County Groups please complete the following:

Tutor's Name: _____

Or Music Group: _____ Membership No: _____

Fees: Violin/Viola/Glok Pak: **£13.70** Guitar (All sizes): **£11.60** All other instruments: **£26.90**

2. If your Child has lessons with a tutor supplied through the Music Office in an Academy Status School please complete the following:

Tutor's Name: _____

Fees: Violin/Viola/Glok Pak: **£16.44** Guitar (All sizes): **£13.92** All other instruments: **£32.28**

3. If your Child has private lessons or you are an Adult having private lessons

Fees: Violin/Viola/Glok Pak: **£16.44** Guitar (All sizes): **£13.92** All other instruments: **£32.28**

N.B. If the hirer is an Adult having private lessons a £50 deposit will be required along with the first term's hire fees. The deposit is refundable on the undamaged return of the hired instrument.

PLEASE READ AND SIGN THE DECLARATION BELOW:

By signing this agreement I/we accept the conditions of hire attached to this form. I/we agree to indemnify the Music Service against loss or damage (apart from accidental damage) to the instrument by the replacement value shown on the attached information sheet. I/we understand that is my/our responsibility to insure the instrument against such loss or damage, and that if I/we choose not to insure, I/we could be liable to pay Gloucestershire Music up to the full replacement value of the instrument.

Parent/Guardian _____ Date _____

Revised September 2011

Gloucestershire Music Colwell Arts Centre, Derby Road, Gloucester GL1 4AD

T 01452 330 300 E admin@gloucestershiremusic.co.uk

W www.gloucestershiremusic.co.uk

Head of Gloucestershire Music Malcolm Pollock

P.T.O.

APPLYING FOR A BURSARY

If the hirer attends an LEA or Academy Status school you may be entitled to the free use of an instrument and help towards the cost of tuition fees (£25 per term in Primary and £30 per term in Secondary schools). To qualify you must:

1. Receive lessons from a teacher supplied through the Music Service
2. Currently be in receipt of any one of the following:
 - * Income Support
 - * Income Based Job Seeker's Allowance
 - * Child Tax Credit, where the Child Tax Credit added to your total annual income is below £16,190

Confirmation of Benefit - please tick and attach appropriate paperwork

I have applied for and have been granted Free School Meals. (Please provide a photocopy of your letter of entitlement from Shire Hall)

A photocopy of all pages of the Inland Revenue form which begins TC60__ This form must show that you are receiving Child Tax Credit and that your Child Tax Credit added to your total annual income is below £16,190 as at 5th April 2011.

I certify that the information given is correct to the best of my knowledge and belief. I understand that if my benefit stops I have to inform the Music Service immediately.

I am happy that my Child's School is informed of my entitlement in order that the School may reduce the tuition fees.

Signature of Applicant Date

METHODS OF PAYMENT

Please note that instruments cannot be ordered without payment (or bursary application) being received with the order

Methods of Payment:

1. **By Credit/Debit Card**
You can use your *credit or debit card to pay online at www.gloucestershiremusic.co.uk, over the telephone 01452 330300 or by completing the slip below.
2. **By Cheque/Postal Order**
By Crossed Cheque or Postal Order made payable to Gloucestershire County Council, and sent to Colwell Arts Centre, Derby Road, Gloucester. GL1 4AD. *Do not send cash through the post.*
3. **In Person**
Payment can be made by personal visit to Colwell Arts Centre between 8.30 a.m. and 4.30 p.m. Monday to Friday.

Receipts are only supplied if a stamped addressed envelope is enclosed with you remittance

CREDIT CARD PAYMENTS

Please charge my Credit / Debit card the sum of £



***NB** A 2% fee will be added to payments made by Credit Card



Cardholder Name (please print)

Start Date mm yy

Expiry Date mm yy

Issue No. (Switch only)

Card Number

SIGNATURE:

DAYTIME TELEPHONE