

Scottish Culture & Traditions Association (SC&T) Conditions of instrument hire

1. Instruments are available for hire to those enrolled for SC&T classes or who are a Friend of SC&T. Priority will be given to those enrolled in a SC&T class.
2. Evidence of identity and address must be supplied from official documents (e.g. passport or driving licence and utilities bill) before the instrument is handed over to the hirer.
3. The cost of hire is at the rate given below paid in advance for 3 periods of the year: 1 September to 31 December (4 Months), 1 January to 30 March (3 months) and 1 April to 31 August (5 months). Payment by monthly standing order may also be arranged. There is an initial non-refundable administration charge of £30 payable at the commencement of hire.
4. Hirers will be required to sign a hire agreement at the commencement of the hire.
5. The instruments remain the property of SC&T at all times and payment of a hire charge does not entitle the hirer to any rights of ownership.
6. Instruments are allocated by the SC&T Administrator in consultation with the appropriate tutor or tutors as they become available.
7. It is the responsibility of the hirer to arrange for the collection and eventual return of the instrument to and from the office of SC&T or any mutually agreed location.
8. Instruments are insured by SC&T against loss or damage for use within the United Kingdom only. Instruments must not be removed from the United Kingdom. In the event of such agreement being given, the hirer is personally responsible for arranging comprehensive insurance cover for the instrument and for exhibiting evidence of such cover prior to the instrument being removed from the United Kingdom.
9. The insurance covers the instrument in a car including being left unattended providing that the car is of the enclosed type with alarms/immobiliser if fitted activated, and doors and boot securely locked and windows firmly closed. If these conditions are not met, then the hirer is personally liable for the cost of replacing the instrument, or for repairing any damage that is caused to it.
10. Instruments are supplied with ancillary equipment as appropriate. For stringed instruments, the replacement of strings with ones of the correct type and gauge is the responsibility of the hirer. Any damage to any hired instrument must be reported to the SC&T Administrator immediately. The hirer will be responsible for the cost of repairing any damage resulting from strings of the incorrect type and gauge being fitted.
11. SC&T reserve the right to have reasonable access to its instruments during the period of hire for insurance/audit/inspection purposes.
12. The hirer's rights in terms of the instrument hire agreement shall be terminated in the event of a) the hirer failing to comply with any foregoing conditions b) SC&T terminating the hirer's right to attend a SC&T class or to be a friend of SC&T. In that event, SC&T will refund to the hirer a proportion of the hire charge already paid for any period after the date when the instrument is returned to SC&T.
13. Hire will normally be limited to a maximum of two years.

Instrument	Cost of hire	Ancillary equipment	special conditions
Clarsach	£22.50 per month	tuning key, cover and carry case	
Small Pipes	£10 per month	case	

Scottish Culture & Traditions Association
SC&T

INSTRUMENT HIRE AGREEMENT

I (name) _____

Of (address) _____

Telephone(s) _____

Email _____

Agree to hire (instrument) _____ No. _____

For (period) _____ from (date) _____

I agree to the conditions of hire printed overleaf.

Payment of £ _____ (_____)

Including admin fee £ _____ and monthly hire £ _____ for _____ months is attached.

Other conditions:

Signed _____ Date _____

Signed on behalf of SC&T _____ Date _____

Position _____

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For SC&T use: Identity documents:-

Type	Passport	Driving licence	
Ref no			