

DUTCHESS COUNTY MUSIC EDUCATORS ASSOCIATION ORCHESTRAL MUSIC LIBRARY

Loan Application

Name: _____	Date: _____
School: _____	
School Address: _____	
City, State: _____	Zip: _____
District: _____	School Phone: _____
Home Phone: _____	Email: _____

The library is located at Hagan Elementary School, 42 Hagan Drive, Poughkeepsie, NY 12603.
 Contact Ms. Kim Valentine, Librarian - 463-7840

1. Please keep in mind that this music is **BORROWED** and must be **RETURNED** in **GOOD** condition with all markings erased. You are responsible for any damaged or lost music.
2. All music must be returned **BEFORE** the end of the current school year. **Your school will be billed for music not returned within the current year.**
3. Please list the titles of the music you wish to borrow:
4. Return this form to the library after you have made a copy.
5. **All music must be returned in numerical order (if marked).**

TITLE	COMPOSER	ARRANGER	COPIES TAKEN
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Date returned: _____ Condition: _____
 Checked in by: _____

Approximate date the music will be returned: _____

 Borrower's Signature