

**Murrieta Valley High School**  
**Band Program**  
Director, Brad M. Pulverenti

## **District Owned Musical Instrument** **Return Procedures**

All students who have been loaning a District owned instrument and their respective parents/guardians signed a District Owned Musical Instrument Loan Agreement when they began loaning their assigned instrument. As the document stated, each student who has been loaning a District owned instrument must return it upon their exit from the Band Program in **quality playing condition and professionally cleaned**. This includes Senior members of our Band Program along with any underclassmen (9<sup>th</sup> – 11<sup>th</sup> Grade) members who will not be returning to our Band Program next year.

For the convenience of those needing to return their District owned musical instruments, MVUSD has established a process with Bertrand's Music to facilitate the cleaning and repair of these instruments. Prior to returning their District owned music instrument to the school, students exiting the Band Program must click on the following link (or type the address into their web browser) to provide our Band Program with the funds needed to perform a general cleaning and maintenance repair service on their loaned instrument. This will return the instrument to the condition in which the student originally received their instrument.

<https://bertrandsmusicrentals.com/p-40514-murrieta-valley-summer-repair-see-description-to-find-instrument-type.aspx>

Students must then print the confirmation receipt that they receive from Bertrand's Music after paying the previously described repair service and submit it to Mr. Pulverenti along with a note in their instrument's case with their name, phone number, and physical address in case additional repair work is deemed necessary by Bertrand's Music to return the instrument to "quality playing condition." Once the Band member's instrument, contact information note, and receipt of payment to Bertrand's Music have been received by our Band Program, the student's name will be removed from the MVHS Financial Obligations list, which is maintained by our MVHS Bookkeeper.

**Seniors** must ensure that their instrument, contact information note, and copy of their Bertrand's Music payment receipt are given to Mr. Pulverenti by this **Thursday, May 25<sup>th</sup>**, to make certain that they will be able to receive any Senior activity items (including Graduation Ceremony tickets) at the proper times. **Underclassmen** who are not returning to our Band Program next year must return their instrument, contact information note, and copy of their Bertrand's Music payment receipt to Mr. Pulverenti by **Friday, June 2<sup>nd</sup>**. If your student is currently loaning a District Owned Musical Instrument and they plan to continue participating in the MVHS Band Program for the 2023 – 2024 school year, no further action is needed at this time.