



<p>Hill Music <i>Lease Agreement-Filling out the Form</i></p>
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*Step by step instructions for filling out the Hill Music Lease Agreement*

Please print the form from our website and fill it out in blue or black pen.

- Section 1 – personal information
  - Parent/Guardian/Customer: name of adult responsible for terms of the lease agreement. Must be at least 18 years old and legally responsible for the student who will be playing the instrument.
  - Social Security #: this is a required field. This information is kept secure and will not be used except in cases of non-payment. Our collector requires it in cases of reporting to credit reporting agencies.
  - Street Address: address where the instrument will be located when not at school. This is a required field even if there is a mailing address.
  - PO Box: if mailing is different than street address.
  - Home phone, work phone, cell phone: self-explanatory.
  - Spouse’s name: can also be the name of the child’s other parent who is not a spouse. Not required, but it helps in cases when we cannot reach the adult on the contract, and we need to talk to an adult who is responsible for the child who is playing the instrument.
  - Child’s Full Name: First and Last, especially if the last is different than the adult on the contract. We sometimes need this when speaking with teachers about instruments. As an example, a teacher will call and tell us about a student with an instrument problem they would like us to address. They don’t always know the parent’s name.
  - School Name: self-explanatory
  - Name and phone of nearest relative: this is a required field. This information is only used in cases of non-payment when we have lost contact with the customer.

***(We do not share personal information with companies outside of our store except for our collector in cases of default.)***

- Section 2 – Music Store Use
- Section 3 – Music Store Use
- Section 4 – Music Store Use
- Section 5 – Optional Monthly Maintenance & Repair
  - Covers repair and replacement in cases of accidental damage and replacement in cases of theft or loss in a fire.
  - Initial top blank for “yes” or bottom blank for “no.”
- Section 6 – Payment Options, and Section 7 – Credit Card Information:
  - Check either Checking account or Debit/Credit card
  - Choose a date
  - If Checking account is chosen, attach a voided check
  - If Card is chosen document card number, expiration and CVV# in Section 7
- Section 8 – Music Store Use
- Section 9 – Acknowledgement/Notice
  - Customer signs as Lessee
  - This agrees to the terms of the lease and allows for the automatic payments.

Once your lease agreement is complete, you may submit it for a rental instrument:

- Bring it with you to the Hill Music Store in Casper and go through the Express Rental process to get your instrument quickly.
- If you are not in Casper, take your completed form to your local rental event. See our calendar for the date and time of one in your community.
- If we are not going to be in your community, and you cannot come to Casper, please contact us to make special arrangements.
- We rent instruments in the state of Wyoming only, with the exception of Chadron, Nebraska where we have a rental outlet.