



Instrument Loan Policies

Kaitlyn Korogy, Instrument Librarian
kkorogy@sdys.org / (619) 233-3232 x210

Reasons for Loans

A musician who is using an instrument which is of lower quality than his or her musical level may want to upgrade by using a loan instrument.

A musician who is switching instruments (i.e. a violinist who wants to double on viola) will find a loan instrument useful.

A musician who cannot afford to buy or rent an instrument can use the loan program to continue to develop musically.

When an ensemble conductor has a musical need for a specific instrument which is not commonly used (i.e. English horn, Contrabassoon, Soprano Saxophone, etc.), the conductor may ask a musician to double on the needed instrument to fill the musical need.

Faculty Recommendation

Any musician at the San Diego Youth Symphony may borrow an instrument from the organization. All initial loans must be done with faculty recommendation. Eligible faculty includes any current SDYS ensemble conductor, coach, or private instructor.

10% Returnable Deposit

Each new instrument loan requires a returnable deposit of 10% of the instrument's value. This deposit is given back in full upon return of the instrument in good condition.

Updated Loan Agreements at the beginning and end of each season

In order to take out a loan instrument, an original loan agreement must be signed by both the musician and a par-

ent/guardian. Thereafter, a new loan agreement must be signed or the instrument returned at the beginning (September) and end (June) of every season. Updated loan agreements are necessary to ensure that all of our loans remain current.

Instrument Availability and Artistic Consideration

Though a musician may have faculty recommendation, SDYS may not have the specified instrument available for loan.

When an instrument is available, the Instrument Librarian will discuss the need with the recommending faculty and the ensemble conductors.

SDYS instruments and resources are limited and preference may be determined by specific artistic need in an ensemble.

For cases in which the instrument is unavailable, we will either purchase the needed instrument or recommend other options. Possible purchases may need to be approved by the Music Director and Associate Director.

All Instrument Loans Done through Instrument Librarian

Musicians may only borrow instruments through the Instrument Librarian. Other staff members may periodically assist in the process (i.e. delivery, paperwork, etc.) under the direction of the Instrument Librarian.

Repairs and Maintenance Done through Instrument Librarian

All repair and maintenance needs are done through the Instrument Librarian. When a loaned instrument needs repair or maintenance, the musician must temporarily return the instrument and the Instrument Librarian will have the instrument repaired.

Repairs and Maintenance the Responsibility of SDYS

Musicians should not take a loaned instrument to a repair shop and pay for repairs, even when the musician directly damaged the instrument. Repairs and Maintenance are the responsibility of SDYS. Damages to SDYS instruments should be reported to the Instrument Librarian immediately.

When a loaned instrument is damaged by the musician, a report will be written to determine whether or not the musician owes SDYS money for repairs or replacement.

Irreparable Damage and Replacement

When a loaned instrument is damaged beyond repair, the musician will, in many cases, owe money to SDYS for the replacement of the instrument. The amount owed will be stated in an invoice addressed to the musician and/or musician's family.

Loss of Loaned Instrument

If a musician fails to return an instrument for any reason, whether it is theft, loss, or disappearance, the musician will owe SDYS the cost of replacing the instrument. The amount owed will be stated in an invoice addressed to the musician and/or musician's family.

Musician Ceases Membership with SDYS

When the musician leaves SDYS for any reason, the musician is expected to return the instrument immediately.



1650 El Prado, #207A, San Diego, CA 92101
619.233.3232 • www.sdys.org