

# INSTRUMENT CHECKLIST

Name \_\_\_\_\_

Address \_\_\_\_\_

Parents/Guardians \_\_\_\_\_ Phone \_\_\_\_\_

Instrument \_\_\_\_\_ Brand \_\_\_\_\_

Serial # \_\_\_\_\_ School # (if applicable) \_\_\_\_\_

All Cases

Yes      No

Handle	_____	_____
Latches Close Properly and Securely	_____	_____
Name Tags Complete and Visible	_____	_____
Phone Number on Name Tag	_____	_____
No Extra Items of Music in Case That Will Damage Instrument	_____	_____

Brass

Clean Mouthpiece, No Dents in Shank, No Brass Showing	_____	_____
Tuning Slide Moves Easily	_____	_____
Third Valve slide Moves Easily and Adjustment Ring is Present (Trumpets)	_____	_____
Valve Slides Move Easily	_____	_____
Valves or Trombone Slides Move Quickly	_____	_____
No Major Dents	_____	_____
Valve Oil or Slide Grease in case	_____	_____
Mouthpiece Brush (optional)	_____	_____
Cleaning Snake (optional)	_____	_____
Clean Instrument	_____	_____

Woodwinds

Mouthpiece Clean with no Chips	_____	_____
Good Quality Ligature	_____	_____
Two Good Reeds	_____	_____
Good Quality Reed Holder	_____	_____
Pads All Seal Correctly and in Good Condition (no leaks)	_____	_____
Springs in Correct Position	_____	_____
Screws Seated Correctly	_____	_____
Corks in Good Shape and Recently Greased	_____	_____
Cleaning Swabs	_____	_____
Cork Grease (Except Flutes)	_____	_____
Tuning Rod (Flutes Only)	_____	_____

**PLEASE RETURN THIS FORM AS SOON AS POSSIBLE IN ORDER TO TAKE CARE OF ANY PROBLEMS BEFORE BAND CAMP**